

Browning Public Schools
Board Agenda Request
 Meeting To Be Held: 07/28/26



Recognition: ☐ Students ☐ Staff ☐ Parents

Information: ☐ Building Report ☐ Old Business ☐ Superintendent's Report

Action: ☐ Resignation ☐ Hiring ☐ Contract Service Agreements

☐ Travel Out-of-State ☐ Travel In State ☒ Approvals

☐ Termination ☐ Legal Matters ☐ Other:

This action request pertains to ☐ Elementary (only) ☒ High School/District Wide

Date: 07/21/26

To: Board of Trustees
 Browning Public Schools

From: Rebecca Rappold
Title: Superintendent of Schools

Subject: CSA: New Teacher Orientation Stipends 2026-2027 SY

Description: Requesting the approval of contact services agreements for the New Teacher Orientation Week which will occur August 10-13, 2026. New teachers will be paid at the daily paid rate of \$150 for each of the 30-hours (PD Stipend=\$150.00/6 hours) of training.

Kristine Gutormsen (SPED)
 BreeAnna Polk (BMS Math)
 Krystee Tailfeathers (BMS)
 Calvin Lang (BMS PE)
 Syuna Hawkins (Bullshoe AP)
 Diane Elmer (SPED)
 Jasmine Meineke (BES)
 David Ritter (BHA)

	New Teacher		Amount
1.	Kristine Gutormsen		\$600.00
2.	BreeAnna Polk		\$600.00
3.	Krystee Tailfeathers		\$600.00
4.	Calvin Lang		\$600.00
5.	Diane Elmer		\$600.00
6.	Jasmine Meineke		\$600.00
7.	David Ritter		\$600.00
Financial Impact			\$4,200.00

Funding Source (Budget/grant, etc.): 126.90.100.2213.150 (75%); 226.90.100.2213.150 (25%)

Approval: Superintendent's Office/Finance/Personnel as applicable (Initial): _____

Comments: _____

Board Action: ☐ N/A (Info) ☐ Approved ☐ Denied ☐ Tabled to: _____

Browning Public Schools
CONTRACT SERVICE AGREEMENT
(406) 338-2715 • (406) 338-2708

Date: July 21, 2026

Board Approval: July 28, 2026

Contractor: Sample CSA

Phone: _____

Address: _____
P.O. Box or Street Address City State Zip

Type of Project/Service (be specific): Contractor will participate in 4-days of professional development (August 12-16, 2024) as part of new teacher orientation from 8:00 am to 4:00 pm. No partial payment will be made for daily partial participation in professional development under 6 hours in duration.

Contracted Dates: 8/10/2026- 8/13/2026

Rate per hour/per day: \$150/6 hours (up to 32 hours) = \$600.00

Per Diem/per day: _____ x _____ # of Days = _____

Mileage: _____ miles @ _____ per mile = _____

Other costs (explain): Not to exceed total \$ amount = _____

Total Project Cost = \$600.00

Contract to be paid from:

126.90.100.2213.150 (70%)
226.90.100.2213.150 (30%)

Independent Contractor:

- ☐ Submit invoice on completion
☐ Other _____

Employee:

- ☒ Submit timesheet through payroll

The above terms and conditions constitute an agreement by and between the contractor and the Browning Public Schools for the contractor to render services, as indicated. In the event of non-completion of services or other unforeseen problems, this agreement shall be changed accordingly.

Contractor's Signature

Principal/Supervisor

Federal ID Number/EIN

Superintendent

An Independent Contractor must provide Browning Public Schools with a Federal ID Number, State Contractor License or sign an Independent Contractor's Exemption Application Affidavit waiving their rights under the Worker's Compensation Insurance and Unemployment Insurance for employees.

White – Contractor

Yellow – Business Office