

Browning Public Schools
Board Agenda Request
Meeting To Be Held: 9/8/26



Recognition: ☐ Students ☐ Staff ☐ Parents
Information: ☐ Building Report ☐ Old Business ☐ Superintendent's Report
Action: ☐ Resignations ☐ 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: 9/2/26

To: Board of Trustees

From: Brandy Bremner

Title: Director of Curriculum & Instruction

Subject: Contract Service Agreement: Building-Department Mentor 2026-2027 SY

Description: Each new teacher will have a building, department, and/or community mentor. Building mentors will assist new teachers with day-to-day management, building procedures, printing, drills, leave, instructional framework, pacing, grade level meetings, teams, infinite campus, grading, attendance, school wide activities, and instructional/building level questions. Department mentors will support new teachers with department specific support and community mentors will provide support in building positive relationships with families, the community, and cooperating agencies.

Building/Department Mentor

Bullshoe: Cherie Show, Brian Harrell

BES: Melissa Henderson, Samantha Grant, Victoria Boggs, Morgan Kujala

Napi: Ryana Augare, Shelby Hannon, Jessica Shauf

BMS: Rodolfo Rivas, Myron HeavyRunner, Wendy MadPlume

BHS: Shaylea Tatsey, Melody Small, Sonya Gobert, Britney Shooter/Angie Pepion, Johana Johnson

BHA: Nicholas Rink

Financial Impact: up to \$1500/mentor

Funding Source (Budget/grant, etc.): Title I: Schoolwide 115.90.494.1000.150.231

Attachment(s): CSA

Superintendent Action: ☐ Approved ☐ Denied ☐ Deferred Initial & date: _____

Comments: _____

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

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

Date: 9/2/26

Board Approval Date: 9/8/26

Contractor: Sample

Phone: _____

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

Type of Project/Service (be specific): Contractor will provide mentoring support to newly hired teachers in their designated building/department for the 26-27 SY. Contractor will submit timesheets to supervisor for pay documenting the total number of mentoring hours.

Contracted Dates: 8/17/26-5/28/27

Rate per year:

10-19 hours \$250.00

20-39 hours \$500.00

40-59 hours \$1000.00

60 plus hours \$1500.00

Total Project Cost = Up to \$1500.00

Contract to be paid from:

Title I: Schoolwide 115.90.494.1000.150.231

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