

Browning Public Schools  
**Board Agenda Request**  
Meeting To Be Held: 9/15/26



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|                                                                            |                                          |                                                               |
|----------------------------------------------------------------------------|------------------------------------------|---------------------------------------------------------------|
| <b>Recognition:</b> <input type="checkbox"/> Students                      | <input type="checkbox"/> Staff           | <input type="checkbox"/> Parents                              |
| <b>Information:</b> <input type="checkbox"/> Building Report               | <input type="checkbox"/> Old Business    | <input type="checkbox"/> Superintendent's Report              |
| <b>Action:</b> <input type="checkbox"/> Resignations                       | <input type="checkbox"/> Hiring          | <input type="checkbox"/> Contract Service Agreements          |
| <input type="checkbox"/> Travel Out-of-State                               | <input type="checkbox"/> Travel In State | <input checked="" type="checkbox"/> Approvals                 |
| <input type="checkbox"/> Termination                                       | <input type="checkbox"/> Legal Matters   | <input type="checkbox"/> Other:                               |
| This action request pertains to <input type="checkbox"/> Elementary (only) |                                          | <input checked="" type="checkbox"/> High School/District Wide |

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**Date:** 9/9/26

**To:** Board of Trustees

**From:** Brandy Bremner

**Title:** Director of Curriculum & Instruction

**Subject:** CSA: 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**

BES: Jasmine Little Plume

**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:** \_\_\_\_\_

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**Board Action:** ☐ N/A (Info) ☐ Approved ☐ Denied ☐ Tabled to: \_\_\_\_\_

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

**Date:** 9/9/26

**Board Approval Date:** 9/15/26

**Contractor:** Jasmine Little Plume

**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**