

Browning Public Schools
Board Agenda Request
Meeting To Be Held: December 17, 2019



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: December 11, 2019

To: Corrina Guardipee-Hall
 Superintendent of Schools

From: John E. Salois
Title: Director of Human Resources

Subject: Contract Service Agreements for WIDA Assessor and Writing Assessment Scorer 2019-2020

Description: Request a contract service agreement for Crystal St. Goddard as WIDA Assessor and Writing Assessment Scorer for Kindergarten students.

Financial Impact: \$585.00 (\$13.00/hr x 45 hours (plus fringe)

Funding Source (Budget/grant, etc.): KW/Vina Discretionary 126.10.120.2410.120

Attachment(s): Contract Service Agreement

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: December 10, 2019

Board Approval: _____

Contractor: Crystal St. Goddard

Phone: _____

Address: _____ Browning, MT 59417
P.O. Box or Street Address City State Zip

Type of Project/Service (be specific): Contractor will: will administer the Mid-year and End of Year (January & May) Aimsweb Benchmarking Assessment to Kindergarten students, score Aimsweb Mid-year and End of Year Benchmarking Assessment for Kindergarten, and participate in training to administer the Aimsweb Kindergarten Benchmarking Assessment in January & May (45 hrs).

Contracted Dates: 2019-2020 Academic Year

Rate per hour/per day: \$13.00/hour x 45 hours = \$585.00

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

Mileage: _____ miles @ _____ per mile = _____

Other costs (explain): _____ = _____

Total Project Cost = \$585.00

Contract to be paid from:

[KW/VINA Discretionary](#)

126.10.120.2410.120

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

Rebecca Rappold
Principal/Supervisor

SSN/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 – BusinessOffice