

Browning Public Schools
Board Agenda Request
Meeting to Be Held: 6/24/20



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: 6/22/20

To: **Corrina Guardipee-Hall**
 Superintendent

From: Matthew Johnson
 Title: Director of Alternative Education

Subject: **CSA: Project Learning Summer Program-WBHA 2020 - 2021**

Description: Matthew Johnson, Director of William Buffalo Hide, is requesting a contract service agreement for Heidi Bullcalf to instruct and supervise the Project Learning Summer Program. Contractor will work June 25, 2020 to July 30, 2020.

Financial Impact: 2,016.00

Funding Source: 126.65.170.1340.120

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 • (406) 338-2708

Date: June 22, 2018

Board Approval: _____

Contractor: Katie McDonald

Phone: 406-546-4176

Address: P.O Box 2005
P.O. Box or Street Address

Browning MT 59417
City State Zip

Type of Project/Service (be specific): Contractor will supervise high school student workers for a community service learning project. Contractor will be responsible for designing Project based Learning activities, daily health screenings and work site supervision of up to (but not to exceed) 10 students. Contractor will provide weekly reports of activities and gather timesheets from students.

Contracted Dates: 7/6/20 - 7/30/20

Rate per hour/per day: \$16.00/hr x 21 dys x 6 hrs/day = \$2,016.00

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

Mileage: _____ miles @ _____ per mile = N/A

Other costs (explain): Not to exceed total \$ amount = N/A

Total Project Cost = \$2,016.00

Contract to be paid from:

126 65 170 1340 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

Matthew Johnson
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 – Business Office