

Browning Public Schools  
**Board Agenda Request**  
Meeting to Be Held: 7/11/17



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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"/> Resignation	<input type="checkbox"/> Hiring	<input checked="" type="checkbox"/> Contract Service Agreements
	<input type="checkbox"/> Travel Out-of-State	<input type="checkbox"/> Travel In State	<input type="checkbox"/> Approvals
	<input type="checkbox"/> Termination	<input type="checkbox"/> Legal Matters	<input type="checkbox"/> Other:
	This action request pertains to	<input checked="" type="checkbox"/> Elementary (only)	<input type="checkbox"/> High School/District Wide

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**Date:** 7/3/17

**To:** **Corrina Guardipee-Hall, ED.S.**  
Superintendent

**From:** Jason Andreas  
Title: Human Resources Director

**Subject: CSA Hailie Henderson - Ee-Kah-Kii-Maht Summer Program**

**Description:** Tony Wagner, Student Activities Director, is requesting a contract service agreement for Hailie Henderson.. Hailie was originally hired on the 5/31/17 board agenda for the BAWAP Program. Because of scheduling problems, Ms. Henderson was placed with the Ee-Kah-Kii-Maht Program.

**Financial Impact: \$1,778.74**

**Funding Source (Budget/grant, etc.):** 126.64.170.1340.120

**Attachment(s):** CSA

**Approval:** Superintendent's Office/Finance/Personnel as applicable (Initial) \_\_\_\_\_

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

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

Browning Public Schools  
**CONTRACT SERVICE AGREEMENT**  
 (406) 338-2715 • (406) 338-3200

**Date:** May 15, 2017 **Board Approval:** \_\_\_\_\_  
**Contractor:** Hailee Henderson **Phone:** \_\_\_\_\_  
**Address:** P.O Box Browning MT 59417  
Address City State Zip

**Type of Project/Service** (be specific): Contractor will provide services for the Summer Ee Kah Ki Maht Summer School Camp/Recreation, Glenn Heavy Runner Pool, Mark Lanes Bowling, and Open Gym. They will have one full day of First Aid/CPR training on June 10th 2017. The camp will run June 12-July 31 from 10:00-5:15 for grades k-6 and one night at open gym. Schedule and times may change and will be adjusted according to what activities are that week. Contractor will be on time to all scheduled activities. Contractor will be in charge of several students and make sure they get to their events on time and as scheduled. Will do activities with them and always be engaged and willing to do physical fitness drills. Will be responsible for all gear that they are entrusted with and will be responsible for all lost and damaged gear. If they do not finish the season they will be responsible in paying for their work shirts out of their last check for the summer. They will need to turn in timesheets for themselves and student workers to Rae Tall Whiteman along with attendance rosters on a weekly basis. Will be under direct supervision of Rae Tall Whiteman and will be required to follow all standards for continued employment.

**Contracted Dates:** 6/10/17-7/31/17  
 Rate per hour/per day: \$8.15/hr x 7.25 hrs/day x 4 days x 7 weeks + 2 days = \$1778.74  
 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** = \$1778.74

**Contract to be paid from:**  
126.64.170.1340.120  
Impact Aid

**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**

Tony Wagner  
**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.