

# Browning Public Schools Board Agenda Request

Meeting To Be Held: October 27, 2021



- 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:** 10/20/21

**To:** Corrina Guardipee-Hall  
Superintendent of Schools

**From:** Rebecca Rappold  
Title: Director of Curriculum/Instruction

**Subject:** CSA: Project Success Writing Training 2021-2022

**Description:** Ashley Burd will attend the Project Success Writing Training offered by Colleen Wilson October 21 & 22, 2021.

**Financial Impact:** \$200.00 (\$100 x 2 days +18% Fringe)

**Funding Source (Budget/grant, etc.):** Title I: Schoolwide 115.90.494.2213.320.230

**Attachment(s):** CSA

**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:** 10/20/21

**Board Approval:** 10/28/2021

**Contractor:** Ashley Burd

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

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

P.O. Box or Street Address

City State Zip

**Type of Project/Service** (be specific): Instructional Support for Written Language Instruction at BES in Project Success Writing Training

**Contracted Dates:** 10/21/21 & 10/22/21

Rate per hour/per day: \$100.00/hour x 2-days = \$200.00

Per Diem/per day: \_\_\_\_\_ x \_\_\_\_\_ # of Days = \_\_\_\_\_

Mileage: \_\_\_\_\_ miles @ \_\_\_\_\_ per mile = \_\_\_\_\_

Other costs (explain): \_\_\_\_\_ = \_\_\_\_\_

**Total Project Cost = \$200.00**

**Contract to be paid from:**

Title I: Schoolwide 115.90.494.2213.320.230

**Independent Contractor:**

Submit invoice on completion

\_\_\_\_\_

**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 A. 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 – Business Office