

Browning Public Schools
Board Agenda Request
Meeting to Be Held: 9/11/2018



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- 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
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Date: 9/4/2018

To: **Corrina Guardipee Hall**
 Superintendent

From: Emorie Davis Bird
 Title: Human Resources Director

Subject: **CSA: Community Mentor 2018-2019**

Description: Corrina Guardipee Hall, Superintendent, recommends hiring Mabel Running Fisher as a community mentor for KW Vina. The community mentors provide additional support for the new teachers in classroom set up, classroom management and emotional support when needed. The Community Mentors work closely with the building administrators to provide building support as needed. One community mentor is in each building.

Financial Impact: \$18.00 per hour X 300 hours = \$5,400.00 (plus fringe)

Funding Source (Budget/grant, etc.): Title 1 – 115.90.494.2213.150.119

Attachment(s): See attached list of participant information

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) 338-3200

Date: September 5, 2018

Board Approval: September 11, 2018

Contractor: Mabel Running Fisher

Phone: _____

Address: _____
P.O. Box or Street Address City State Zip

Type of Project/Service (be specific): Contractor will provide continuation of mentoring services for new teachers in their designated buildings during the 2018-2019 academic year. Contractor will be required to submit bi-weekly timesheets documenting total hours of mentoring services.

Contracted Dates: September 12, 2018 through May 30, 2019

Rate per hour/per day: <u>\$18.00 per hour X 300 Hours</u>	=	<u>\$5,400.00</u>
Per Diem/per day: _____ x _____ # of Days	=	<u>N/A</u>
Mileage: _____ miles @ _____ per mile	=	<u>N/A</u>
Other costs (explain): <u>Not to exceed total \$ amount</u>	=	<u>N/A</u>
Total Project Cost =		<u>\$5,400.00</u>

Contract to be paid from:
Title 1
115.90.494.2213.150.119

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

 Corrina Guardipee Hall
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