

Browning Public Schools
Board Agenda Request
Meeting To Be Held: 07/10/18



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: 7/3/2018

To: **Corrina Guardipee-Hall**
 Browning Public Schools

From: Melanie Magee
Title: GEAR UP Coordinator

Subject: **Contract Service Agreements - MAPS Movie Making Camp**

Description: Request a contract service agreement for Chase Hall as camp assistant for the MAPS Media Institute, the company putting on a movie making camp for grades 7-12. (Chase was a student in the camp last year and since he just graduated and is interested in film school, the MAPS Director was interested in hiring him back to help with the camp).

Financial Impact: \$ 460.00 plus 18% fringe

Funding Source (Budget/grant, etc.): Gear Up Summer Grant

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) 338-3200

Date: 7/10/18 **Board Approval:** _____

Contractor: Chase Hall **Phone:** (406) 845-8700

Address: Box 2237 Browning, MT 59417
P.O. Box or Street Address City State Zip

Type of Project/Service (be specific): Assisting with the MAPS Media Film Making Camp being offered to 7th – 12th graders at Browning Middle School

Contracted Dates: 7/16/18-7/20/18

Rate per hour/per day: \$11.50 per hour x 40 hours per week x 1 week = \$460.00

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

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

Other costs (explain): _____ = N/A

Total Project Cost = **\$ 460.00**

Contract to be paid from:

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

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