

Browning Public Schools  
**Board Agenda Request**  
Meeting to Be Held: May13, 2025



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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:**        May 6, 2025

**To:**            Rebecca Rappold  
                    Superintendent

**From:**        Robert Hall  
**Title:**        BNAS Director

**Subject: Contract Service Agreement: BNAS Online Assessment 2024-2025**

**Description:** Request a contract service agreement for Leah 'Lorrie' Tatsey to help complete the BNAS Online Assessment. Contractor will help students in Blackfoot language specials and students in Blackfoot Immersion classes to take the Blackfoot language assessment created by the BNAS department. BNAS Instructional Coach will work with contractor and help them navigate the digital landscape of logging on and taking the assessment properly.

**Financial Impact: \$2,000.00**

**Funding Source (Budget/grant, etc.): 115.90.374.2213.320.510**

**Attachment(s):** N/A

**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) 338-2708

**Date:** 05/6/2025

**Board Approval:** 5/13/25

**Contractor:** Lea Tatsey

**Phone:** N/A

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

P.O. Box or Street Address

City, State, Zip

**Type of Project/Service** (be specific): Contractor will help students in Blackfoot language specials and students in Blackfoot immersion classes to take the Blackfoot language assessment created by the BNAS department. BNAS Instructional Coach would work with contractor and help them navigate the digital landscape of logging on and taking the assessment properly

**Contracted Dates:** 5/05/25 to 05/16/25

Rate per hour/per day: \$25.00 x 8 hrs x 10 # of Days = \$2,000.00

Per Diem/per day: NA x NA # of Days = NA

Mileage: NA miles @ NA per mile = NA

Other costs (explain): N/A = NA

**Total Project Cost** = \$2,000.00

**Contract to be paid from:**

115.90.374.2213.320.510

\_\_\_\_\_

**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**

Robert Hall  
**Principal/Supervisor**

\_\_\_\_\_  
**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.