

Browning Public Schools
Board Agenda Request
Meeting to Be Held: February 26, 2020



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: 2/19/20

To: **Corrina Hall Guardipee**
 Superintendent

From: Everett Armstrong
 Title: Athletic Director

Subject: **Contract Service Agreement: New Year's Field Trip**

Description: Recommend approval of a contract Service agreement for Brian Harrel for chaperoning the New Year's Eve Field Trip.

Financial Impact: \$336.00

Funding Source (Budget/grant, etc.): BPS School Athletic Budget 226 60 720 3500 120

Attachment(s): Contract Service Agreement

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: February 17, 2020

Board Approval: _____

Contractor: Brian Harrell

Phone: 406-845-5242

Address: 123 Mountain View
P.O. Box or Street Address

Cut Bank MT 59427
City State Zip

Type of Project/Service (be specific): Chaperone for New Year's Eve trip.

Contracted Dates: 12/31/19 to 1/1/20

Rate per hour/per day: \$21.00/hr x 16 hours # of Days = \$336.00

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

Mileage: _____ miles @ _____ per mile = NA

Other costs (explain): Not to exceed \$336.00 = NA

Total Project Cost = \$336.00

Contract to be paid from:

226.60.720.3500.120

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.

Contractors Signature

Everett Armstrong

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.