

Browning Public Schools
Board Agenda Request
Meeting to Be Held: 6/9/20



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: 6/2/20

To: **Corrina Guardipee-Hall**
 Superintendent

From: Matthew Johnson
Title: Director of Alternative Education

Subject: **Extended Contract: Online Tutor for 21st Century Summer Program 2019-2020 & 2020-2021**

Description: Matthew Johnson, Director of Alternative Education is requesting an contract service agreement for Andrea Sangray, 21st Century Tutor Program, to work 20 hours per week on the Online Distance 21st Century Learning Summer Plan from June 10, 2020 to July 2, 2020, (\$21.00 hr. X 70 hrs. plus 18% fringe)

Financial Impact: **\$1,470.00**

Funding Source: 215.68.434.1700.112.420

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: 6/4/20

Board Approval: 6/9/20

Contractor: Andrea Sangray

Phone: _____

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

Type of Project/Service (be specific): Certified Student Tutor for the 21st Century Program to work 20 hours per week on the Online Distance 21st Century Learning Summer Plan.

Contracted Dates: 6/10/20 to 7/2/20

Rate per hour/per day: 21.00/hr x 70 hrs # of Days = \$1,470.00

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

Mileage: _____ miles @ _____ per mile = NA

Other costs (explain): Not to exceed \$1470.00 = NA

Total Project Cost = \$1,470.00

Contract to be paid from:

215.68.434.1700.112.420

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

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.