

Browning Public Schools  
**Board Agenda Request**  
Meeting to Be Held: 8/26/2020



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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:**        7/21/2020

**To:**            Corrina Guardipee-Hall  
                    Superintendent of Schools

**From:**        Dennis Juneau  
**Title:**        Assistant Superintendent

**Subject:**    **CSA: Babb Student Registration 2020-2021**

**Description:** Contract Service Agreement for Suzanne Augare for providing student registration service to Babb Elementary on August 12 & 13, 2020.

**Financial Impact:** \$168.00 (8 hrs @ \$21.00 + Fringe)

**Funding Source (Budget/grant, etc.):** 126.42.120.2410.120

**Attachment(s):** Contract Service Agreement

**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:** August 16, 2020

**Board Approval:** 8/26/20

**Contractor:** Suzanne Augare

**Phone:** \_\_\_\_\_

**Address:** \_\_\_\_\_ Browning MT 59434  
P.O. Box or Street Address City State Zip

**Type of Project/Service** (be specific): Contractor provided guidance with all school registration paper work for Babb Elementary School and community for four hours each day on August 12-13, 2020.

**Contracted Dates:** 8/12/20-8/13/20

Rate per hour/per day: 8 hours at \$21 per hour (Not to exceed total) = \$168.00

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

Mileage: \_\_ miles @ \_\_ per mile = N/A

Other costs (explain): \_\_\_\_\_ = N/A

**Total Project Cost** = \$168.00

**Contract to be paid from:**  
126.42.120.2410.120

**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.

\_\_\_\_\_  
**Contractor's Signature**

Dennis Juneau  
\_\_\_\_\_  
**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**