

Browning Public Schools
Board Agenda Request
Meeting to Be Held: 8/6/18



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: 8/16/18

To **Corrina Guardipee-Hall**
 Superintendent

From: Jeri Matt
Title: Director of Curriculum & Instruction

Subject: Contract Service Agreements for WIDA Assessors and Writing Assessments Scorers

Description: Roberta Kipp will administer the WIDA (MODL) screener to incoming Kindergarten students and any Tier 3 grade 2 and 3 students, administer the WIDA ACCESS 2.0 to students and score district writing assessments

Financial Impact: \$8,250.00 (\$25.00/hr x 330 hours = \$8,250.000 (plus fringe)

Funding Source (Budget/grant, etc.): Title I School Wide 115.90.494.2100.120.119

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: July 25, 2018

Board Approval: _____

Contractor: Roberta Kipp

Phone: _____

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

Type of Project/Service (be specific): Contractor will; screen incoming Kindergarten students with the MODL EL screener (10 days), screen tier 3 grade 2 and 3 students with the WIDA EL screener (5 days), administer the WIDA ACCESS 2.0 assessment (15 days), score district writing assessments (20 days)

Contracted Dates: 2018-19 Academic Year

Rate per hour/per day: \$25.00/hours x 330 hours = \$8,250.00

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

Mileage: _____ miles @ _____ per mile = _____

Other costs (explain): _____ = _____

Total Project Cost = \$8,250.00

Contract to be paid from:

[Title I SW](#)

115.90.494.2100.120.119

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

Jeri Matt
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