

Browning Public Schools
Board Agenda Request
Meeting to Be Held: July 10, 2023



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: 6/26/23

To: Corrina Guardipee-Hall
 Superintendent of Schools

From: John E Salois
 Title: Director of Human Resources

Subject: **CSA: Temporary Summer Maintenance 2023-2024**

Description: Reid Reagan is requesting a CSA for temporary summer maintenance/groundskeeping from July 10-28, 2023 for the following:

- + Abigail Marshall, Temporary Summer Maintenance

Financial Impact: **\$1,560.00** (120 hrs x \$13.00 + fringe)

Funding Source: Impact Aid

Attachment(s): Extended Contract

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: 6/26/2023

Board Approval: 7/10/23

Contractor: Abigail Marshall

Phone: _____

Address: 320 Clarke St Helena MT 59601

P.O. Box or Street Address

City

State

Zip

Type of Project/Service (be specific): Contractor will assist with summer maintenance & groundskeeping for 2023.

Contracted Dates: July 10, 2023 to July 28, 2023

Rate per hour/per day: \$13.00 for up to 120 hours = \$1,560.00

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

Mileage: _____ miles @ _____ per mile = N/A

Other costs (explain): Not to exceed total \$ amount = N/A

Total Project Cost = **\$1,560.00**

Contract to be paid from:

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

Reid Reagan

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.