

Browning Public Schools
Board Agenda Request
Meeting to Be Held: 6/29/16



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: 6/20/16

To: **John Rouse**
 Superintendent

From: Jason Andreas
 Title: Assistant Superintendent

Subject: **Contract Services Agreements for Course and Unit Organizers 2016-2017**

Description: Jeri Matt, Curriculum Coordinator, is recommending contract services agreements for curriculum alignment purposes. Attached is a sample CSA and excel spreadsheet of contractors.

Financial Impact: \$5,500.00

Funding Source (Budget/grant, etc.): **Title I Grant 115.90.494.2213.150.116**

Attachment(s): Sample CSA and Excel Spreadsheet

Approval: Superintendent's Office/Finance/Personnel as applicable (Initial) _____

Comments: _____

Board Action: N/A (Info) Approved Denied Tabled to: _____

Teacher	Course	Payment
Everett Armstrong	NAS K-1	\$500
Carolyn Zuback	NAS K-1	\$500
Art Westwolf	NAS 2-3	\$500
Patrick Armstrong	NAS 4-6	\$500
Amanda Whiteman	NAS 7-8	\$500
Stan Whiteman	NAS 9-12	\$500
Robin Bearchild	Blackfeet History	\$500
Robin Bearchild	Government	\$500
Brian Lehrwyn	World History	\$500
Leo Bullchild	US History	\$500
Glenn Castle	World Geography	\$500
		\$5,500

Browning Public Schools
CONTRACT SERVICE AGREEMENT
(406) 338-2715 • (406) 338-3200

Date: June 30, 2016

Board Approval: _____

Contractor: Sample CSA

Phone: _____

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

Type of Project/Service (be specific): Contractor will develop course and unit organizers for (*name of course*) according to the criteria developed by the Montana Strive Readers Project. The following requirements must be met for full payment: 1) collaboration for both vertical and horizontal alignment with the other (*content area*) teachers beginning on July 12 and ending July 14, 2016 and document by the time clock software; 2) Develop and complete course and unit organizer along with all units with the course by 5:00pm on July 14, 2016 to be approved by the Curriculum Coordinator for full payment. No partial payment will be made for incomplete course and unit organizers.

Contracted Dates: 6/30/16-7/15/16

Rate per hour/per day: <u>\$500 Stipend Upon Completion</u>	=	<u>\$500.00</u>
Per Diem/per day: _____ x _____ # of Days	=	<u>N/A</u>
Mileage: _____ miles @ _____ per mile	=	<u>N/A</u>
Other costs (explain): <u>Not to exceed total \$ amount</u>	=	<u>N/A</u>
Total Project Cost	=	\$ <u>500.00</u>

Contract to be paid from:
115.90.494.2213.150.116
Title I Grant

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.