

Browning Public Schools
Board Agenda Request
Meeting to Be Held: 10/11/16



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: 9/23/16

To: **John Rouse**
 Superintendent

From: Tony Wagner
 Title: Director

Subject: CSA: Lights on After School

Description: Recommend a contract service agreement for Everett Armstrong who will provide services for the Lights On Afterschool K-12 Event. This event will take place October 28th 2016 from 4:00-8:00 p.m.

Financial Impact: \$1,000.00

Funding Source (Budget/grant, etc.): 126.64.170.1340.120

Attachment(s): Contract Service Agreement

Comments: _____

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

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

Date: October 4, 2016 **Board Approval:** _____
Contractor: Everett Armstrong **Phone:** 450-5647
Address: P.O Box 2621 Browning MT 59417
P.O. Box or Street Address City State Zip

Type of Project/Service (be specific): Contractor will provide services for the Lights On Afterschool K-12 Event. The Event will run October 28th 2016 from 4:00-8:00 p.m. Contractor will be in charge of making sure that everything is set up for the Haunted House. Contractor will be in charge of getting all supplies ready and ordered for the event. Contractor will be in charge of keeping attendance and following the schedule without making changes at any given time. Will be responsible for all gear that they are entrusted with and will be responsible for all lost and damaged gear. They will make sure the event is safe and enjoyable for all Browning Public Schools students and staff.

Contracted Dates: 10/12/16-10/28/16
 Rate per hour/per day: \$20 per hour X 50 hours = \$1000.00
 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 = \$ 1000.00

Contract to be paid from:
126.64.170.1340.612
Impact Aid

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

Tony Wagner
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.