

Browning Public Schools Board Agenda Request

Meeting To Be Held: November 30, 2021



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: 11/15/21

To: Corrina Guardipee-Hall
 Superintendent of Schools

From: Rebecca Rappold
 Title: Principal-Big Sky and Glendale Schools

Subject: Contract Service Agreements: Substitute Teaching/Custodial Services 2021-2022

Description: Request approval of contract service agreement for Glendale School for substitute teaching (if needed due to COVID quarantine of a classroom, staff, or school) and deep cleaning of the school facility assigned as needed by the building principal.

Financial Impact: \$2,772.00 (per Temporary Compensation Schedule)

- (\$14.00/hour x 7 hrs per day x up to 14 days) substitute teaching as assigned by the building principal
- (\$14.00/hour up to 100 hrs) cleaning as assigned by the building principal

Timesheets submitted regularly to building principal

Funding Source (Budget/grant, etc.): [ESSER II 115.90.775.2600.430.623](#)

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) 338-2708

Date: 11/15/21

Board Approval: 11/30/2021

Contractor: Glendale School

Phone: _____

Address: _____

P.O. Box or Street Address

City State Zip

Type of Project/Service (be specific): Contractor will provide substitute teacher as needed and deep clean as needed due to COVID.

Contracted Dates: 2021-2022 School Year

Rate per hour/per day: \$14.00/hr x 7 hrs/day x 14 Days + 100 hrs x 14.00 = \$2,772.00

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

Mileage: _____ miles @ _____ per mile = NA

Other costs (explain): Not to exceed \$7,245.00 = NA

Total Project Cost = \$2,772.00

Contract to be paid from:

ESSER 115.90.775.2600.430.632

Independent Contractor:

Submit invoice on completion

Submit timesheet to building principal

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

Rebecca A. Rappold
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