

Browning Public Schools
Board Agenda Request
Meeting to Be Held: 5/29/24



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: 5/22/24

To: Corrina Guardipee-Hall
 Superintendent

From: Bev Sinclair
 Title: Director of HR

Subject: **CSA: BAWAP Summer Program 2024**

Description: Charlie Speicher is requesting a CSA for Lacey Salois to work as a TA for the BAWAP Summer Program from 6/4/24 - 6/27/24; 8 AM – 4 PM; Monday thru Thursday; not to exceed 96 hours.

Financial Impact: **\$1,344.00** (8 hours/day x 12 days x \$14.00/hr) "Per the Temporary Compensation salary Schedule 9/23/21"

Funding Source (Budget/grant, etc.): 126 65 170 1340 120

Attachment(s): Contract Service Agreement

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: 5/22/24

Board Approval: 5/29/24

Contractor: Lacey Salois

Phone: _____

Address: Box Browning, MT 59417
P.O. Box or Street Address City State Zip

Type of Project/Service (be specific): Contractor will provide services at the Buffalo Hide Academy from June 4, 2024 –June 27, 2024 and go on any scheduled BAWAP trips. The contractor will work Monday through Thursday from 8 AM until 4 PM. Contractor will attend mandatory staff development activities and attend after school trip/prep meetings with students. Timesheets will be provided weekly to Charlie Speicher, Student Support Coordinator.

Contracted Dates: 6/4/24 to 6/27/24

Rate per hour/per day: \$14.00 per hour x 96 hours = \$1,344.00

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 = \$1,344.00

Contract to be paid from:

126 65 170 1340 120

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

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