

Browning Public Schools
Board Agenda Request
Meeting to Be Held: 8/17/2020



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: 8/12/2020

To: **Corrina Guardipee-Hall**
 Superintendent

From: John Salois
 Title: Human Resources Director

Subject: **Contract Service Agreement - Stipends for New Teacher Orientation 2020-2021**

Description: Stipends for new teachers who attend New Teacher Orientation the week of August 10 through 14, 2020.

Financial Impact: **\$3,200.00** (\$100.00 per day x 4 days x 8 teachers)

Funding Source: 115.90.494.2213.150.120

Attachment(s): New Teacher List / Sample CSA

Superintendent Action: ☐ Approved ☐ Denied ☐ Deferred Initial & date: _____

Comments: _____

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

NEW TEACHERS FOR 2020-2021

NAME	LOCATION
Samantha Linke	Napi
Morgan Kujala	Napi
Rebecca Kennedy	BES
Vanessa Garfield	BES
Travis Blue	BHS
Daniel Connelly	BMS
Kelsey Hall	KW/Vina
Anne Schuske	KW/Vina

Browning Public Schools
CONTRACT SERVICE AGREEMENT
(406) 338-2715 • (406) 338-2708

Date: 8/11/2020

Board Approval: August 17, 2020

Contractor: SAMPLE

Phone: 338-3711

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

Type of Project/Service (be specific): Teachers new to the district will attend new teacher orientation and receive professional development with the district's curriculum new teachers will receive their contracts, the master contract (CBA), district policies and SOP's; and introduced to their mentors. The work schedule will be from 8:00 am to 4:00 p.m. for four days beginning August 11, 2020 through August 14, 2020. The contractor will submit required timesheets for the time provided.

Contracted Dates: 8/11/2020 through 8/14/2020

Rate per hour/per day: \$100.00 per day @ 4 days	=	<u>\$400.00</u>
Per Diem/per day: _____ x _____ # of Days	=	<u>NA</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	=	\$400.00

Contract to be paid from:

115.90.494.2213.150.120

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

Corrina Guardipee Hall
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