

Browning Public Schools
Board Agenda Request
Meeting To Be Held: 10/11/23



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- 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: October 3, 2023
To: Corrina Guardipee-Hall **From:** John Salois
 Superintendent of Schools **Title:** Director of Human Resources

Subject: Ee-Kah-Ki-Maht Assistant Worker 2023-2024

Description: Heidi Bullcalf requests a contract service agreement for Roy McNabb as Ee-Kah-Ki-Maht Assistant Worker 2023-2024.

Financial Impact: \$7,540.00 + fringe

Funding Source (Budget/Grant, etc.): 215.68.434.2100.112.422 (Ee-Kah-Ki-Maht)

Attachment(s): None

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: 10/3/24

Board Approval: 10/10/23

Contractor: Roy McNabb

Telephone: _____

Address: P.O. Box City: Browning State: Mt. Zip: 59417

Type of Project/Service (be specific): Contractor will provide structured recreational afterschool activities. Contractor will be working 4:00 am –9:00 pm Monday thru Thursday at the Browning Public Schools (Grades K-12). Contractor will provide bi-weekly timesheets to the Heidi Bullcalf and maintain daily sign-in logs to document tutoring activity. Employee is under the supervision of the Heidi Bullcalf and will be responsible for all standards of employment for continued employment with the district.

Contracted Dates: 10/11/23 – 5/30/24

Rate per hour/per day: <u>\$13.00 per hour @ 20 hours per week x 29</u>	=	<u>\$7,540.00</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	=	\$7,540.00

Contract to be paid from:
[215.68.434.2100.112.422](tel:215.68.434.2100.112.422)

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

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.