

Browning Public Schools
Board Agenda Request
 Meeting to Be Held: 8/13/19



- 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: 8/6/19

To: **Corrina Guardipee-Hall**
 Superintendent

From: John E Salois
 Title: Human Resources Director

Subject: Contract Service Agreement - Building Mentors 2019-2020 AY

Description: Each new teacher will have a building mentor. Building mentors will assist new teachers with; day to day management, building procedures, printing, drills, leave, instructional framework, pacing, grade level meetings, teams, infinite campus, grading, attendance, school wide activities, and instructional/building level questions.

Building Mentors:

BHS: Travis Miller, Cheryl Tailfeathers, Brenda Johnston

Each mentor will receive a stipend based on the following;

- 10-19 hours \$100.00
- 20-39 hours \$250.00
- 40-59 hours \$500.00
- 60 plus hours \$1,000.00

Financial Impact: up to \$3,000.00

Funding Source (Budget/grant, etc.): 115.90.494.2213.150.120 (Title I Grant OPI)

Attachment(s): Sample Contract based on 60 plus hours

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: August 13, 2018

Board Approval: _____

Contractor: Sample Contract.

Phone: _____

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

Type of Project/Service (be specific): Contractor will provide mentoring services for new teachers in their designated buildings during the 2019-2020 AY. Contractor will submit bi-weekly time sheets documenting total hours of mentoring services.

Contracted Dates: August 20, 2019 through June 3, 2020

Rate per year: <u>\$1000.00 for 60 plus hours</u>	=	\$1000.00
10-19 hours \$100.00	=	<u>N/A</u>
20-39 hours \$250.00	=	<u>N/A</u>
40-59 hours \$500.00	=	<u>N/A</u>
Total Project Cost	=	<u>\$1,000.00</u>

Contract to be paid from:

Title I SW

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

Jeri Matt
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