

Browning Public Schools  
**Board Agenda Request**  
Meeting to Be Held: 11/8/22



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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

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**Date:**        11/1/22

**To:**            Corrina Guardipee-Hall  
                    Superintendent

**From:**        Matthew Johnson  
                    Title:        Director of Alternative Education

**Subject:**    **CSA: 21<sup>st</sup> Century Afterschool Student Worker SY 2022-2023**

**Description:** As the Browning Public Schools Alternative Education Director, I am requesting to approve a contract service agreement for:

✚ Leslie Hall, 21<sup>st</sup> Century Afterschool Student Worker

**Financial Impact:** **\$1,987.20** (Per the Temporary Compensation Salary Schedule 9/23/21)

**Funding Source (Budget/grant, etc.):** 215.68.434.2100.120.424

**Attachment(s):**    Contract Service Agreement

**Approval:** Superintendent's Office/Finance/Personnel as applicable (Initial) \_\_\_\_\_

**Comments:** \_\_\_\_\_

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**Board Action:**     N/A (Info)     Approved     Denied     Tabled to: \_\_\_\_\_

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

**Date:** 11/1/22

**Board Approval:** 11/8/22

**Contractor:** Leslie Hall

**Phone:** \_\_\_\_\_

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

**Type of Project/Service** (be specific): Duties Student Tutor Worker: Student Tutor Worker for the 21<sup>st</sup> Century Afterschool Program (grades K-12). Contractor will provide structured Activities and other duties during the tutoring hours for the 21<sup>st</sup> Century Afterschool Program (grades K-12). Contractor is under the supervision of the Director of Alternative Education and will be responsible for all students of employment for continued employment with the district. Program dates: November 9, 2022, to June 7, 2023

**Contracted Dates:** 11/09/22 to 6/7/23

Rate per hour/per day: \$9.20 per hour x 8 hrs/week x 27 weeks = \$1,987.20

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 = \$1,987.20**

**Contract to be paid from:**

215.68.434.2100.120.424

**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**

Matthew Johnson  
**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**