

Browning Public Schools
Board Agenda Request
Meeting to Be Held: 8/28/19



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: 8/21/19

To **Corrina Guardipee-Hall**
 Superintendent

From: Jeri Matt
 Title: Director of Curriculum & Instruction

Subject: Provide Curriculum PD to new teachers during New Teacher Orientation

Description: Recommend a contract service agreement for Elisha Kennedy, BES, to provide curriculum PD and materials to new teachers.

Financial Impact: \$225.00

Funding Source (Budget/grant, etc.): 115.90.420.2213.150.131

Attachment(s): Sample CSA

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) 338-3200

Date: August 21, 2019

Board Approval: _____

Contractor: Elisha Kennedy

Phone: _____

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

Type of Project/Service (be specific): Contractor will provide professional development for new teachers on August 14, 2019. The professional development will include overview of all curriculum in their perspective campus' and providing the new teacher(s) with their curriculum materials. At the BMS and BHS level curriculum materials will also include course and unit organizers for their content area. In addition, contractor will provide guidance on room set up and supplies/materials needed for their teaching assignment.

Contracted Dates: August 14, 2019

Rate per hour/per day: Per Temporary Compensation Schedule = \$225.00

Per Diem/per day: _____ x _____ # of Days = N/A

Mileage: _____ miles @ _____ per mile = N/A

Other costs (explain): fringe @ 18% = N/A

Total Project Cost = \$225.00

Contract to be paid from:

Title I School Support Elementary Comp
115.90.420.2213.150.131

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