

Browning Public Schools
Board Agenda Request
 Meeting to Be Held: 2/24/21



- 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: 7/17/21

To: Corrina Guardipee-Hall
 Superintendent of Schools

From: John E Salois
Title: Human Resource Director

Subject: Contract Service Agreement: School Nurse, 1-Year Position 2020-2021

Description: Contract Service Agreements to conduct school nurse services for remainder of 2020-21 academic year. March 1, 2021 - June 4, 2021.

✚ Myranda Sinclair, School Nurse (1-Year Position), BA/5

Financial Impact: \$16,869.00 (pro-rated from \$45,718.00 for 69 days + 18% fringe)

Funding Source (Budget/grant, etc.): 101.30.120.150.2134.113 / 101.50.120.150.2134.113

Attachment(s): 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: February 17, 2021

Board Approval: February 24, 2021

Contractor: Myranda Sinclair

Phone: (406) 450-0050

Address: 216 3rd Ave SE Cut Bank MT 59427
P.O. Box or Street Address City State Zip

Type of Project/Service (be specific): Contractor will provide school nurse services for the period of March 1, 2021 through June 4, 2021. Contractor will provide bi-weekly timesheets through payroll

Contracted Dates: March 1, 2021-June 4, 2021

Rate per hour/per day: \$244.48 x 69 days = \$16,869.00
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 = **\$16,869.00**

Contract to be paid from:
101.30.120.150.2134.113
101.50.120.150.2134.113

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

John E Salois
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