

Browning Public Schools
Board Agenda Request
Meeting To Be Held: 06/29/22



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: 06/20/22

To: **Board of Trustees**
 Browning Public Schools

From: Corrina Guardipee-Hall
Title: Superintendent

Subject: **Contract Service Agreement for Rock Creek Teletherapy, LLC, 2022-2023**

Description: Recommend Rock Creek Teletherapy to provide Occupational Therapy (OT) and Physical Therapy (PT) Services for the 2022-2023 school year.

Financial Impact: \$ 67,057.28

Funding Source (Budget/grant, etc.): 115-76-456-2160-330-613

Attachment(s): Contract Service Agreement

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: June 20, 2022

Board Approval: 6/29/22

Contractor: Rock Creek Teletherapy, LLC

Phone: 406-998-6435

Address: 1302 24th Street W., #132

City: Billings

State: MT

Zip: 59102

Type of Project/Service (be specific): The Occupational and Physical Therapist will conduct appropriate assessments via tele-therapy/in person of referred students. Assesses through appropriate testing and diagnostic practices. Provides case management services for students entering the special education system. The O.T. and P.T. will perform testing, diagnosis, write evaluations and therapy reports, conduct evaluation and IEP report meetings and maintain appropriate records to meet state and district requirements. The O.T. and P.T. will follow the Browning Public Schools academic calendar and work on scheduled school days only. The O.T. and P.T. will provide the district with appropriate proof of current licensure, workers' compensation exemption and individual liability insurance, W-9 and will provide all technology devices and assessment tools.

Contracted Dates: 08/25/22 to 06/07/23

Rate per hour/per day: \$71.50 x 900 hrs. (not to exceed) = \$64,350.00

Per Diem/per day: \$272.00 x 4 # of Days = \$ 1,088.00

Mileage: Billings/Browning miles @ 692 miles x 0.585 x 4 visits = \$ 1,619.28

Other costs (explain): _____ = \$ N/A

Total Project Cost = **\$67,057.28**

Contract to be paid from:

115-76-456-2160-113-613

Independent Contractor:

Submit invoice will be paid monthly

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

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