

Browning Public Schools
Board Agenda Request
Meeting To Be Held: 5/9/23



Recognition: ☐ Students ☐ Staff ☐ Parents
Information: ☐ Building Report ☐ Old Business ☐ Superintendent's Report
Action: ☐ Resignations ☐ 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: 5/3/23

To: Corrina Guardipee-Hall
 Superintendent

From: Cinnamon Salway
Title: Prevention Director

Subject: Wellness Day Activity 2022-2023

Description: Grace King will provide Reike services for Wellness Day on 5/15/23

Financial Impact: 599.00

Funding Source (Budget/grant, etc.): Wellness Project 115.90.470.2213.320.209

Attachment(s): CSA

Superintendent Action: ☐ Approved ☐ Denied ☐ Deferred Initial & date: _____

Comments: _____

Board Action: ☐ N/A (Info) ☐ Approved ☐ Denied ☐ Tabled to: _____

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

Date: 4/25/23

Board Approval: 5/9/23

Contractor: Grace King

Phone: (406) 209-7722

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

Type of Project/Service (be specific): Contractor will provide services for Wellness Day.

Contracted Dates: 5/15/23 to 5/15/23

Rate per hour/per day: \$599 x 1 # of Days = \$599

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

Mileage: _____ miles @ _____ per mile = NA

Other costs (explain): _____ = NA

Total Project Cost = \$599

Contract to be paid from:
115.90.470.2213.320.209

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

Cinnamon Salway
Principal/Supervisor

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