

Browning Public Schools  
**Board Agenda Request**  
 Meeting to Be Held: August 10, 2021



- 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:**        7/21/2020

**To:**            Corrina Guardipee-Hall  
                     Superintendent of Schools

**From:**        John E Salois  
**Title:**        Human Resource Director

**Subject: Contract Service Agreement: Substitute Workshops for School Year 2021-2022**

**Description:** Contract Service Agreement to conduct 1 Substitute Teaching workshop five (5) times throughout the school year beginning August 2021 and facilitate future trainings sub workshops to be used throughout the school year. Colleen Wilson X 2 hours a month X 5 times for the year consisting of preparing, presenting, recording, editing, and finalizing of workshops.

✚ Colleen Wilson, Substitute Teaching Workshops

**Financial Impact: Maximum of \$210.00**

**Funding Source (Budget/grant, etc.):** HR 126-90-160-2316-150 (75%) / 226-90-160-2316-150 (75%)

**Attachment(s):** Sample CSA

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

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

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

