

Browning Public Schools
Board Agenda Request
Meeting to Be Held: August 31, 2022



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: August 21, 2022

To: Corrina Guardipee-Hall
 Superintendent of Schools

From: Rebecca Rappold
Title: Director of Curriculum/Instruction

Subject: Tier 3 ELA/Math Tutor-KW Vina 2022-2023

Description: Recommend a contract service agreement for Colleen Wilson to do pull out and tutor our TIER 3 ELA/Math students, for intervention, beginning the first quarter of school year 2022-23.

Financial Impact: \$8,935.50

Funding Source (Budget/grant, etc.): 115.90.787.1700.150.634

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: August 21, 2022

Board Approval: 8/31/22

Contractor: Colleen Wilson

Phone: 406-336-2850

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

Type of Project/Service (be specific): Contractor will pull out and tutor TIER 3 ELA/Math students, for intervention, and tutor LK/LS & Math.

Contracted Dates: Sept. 28, 2022 to May 15, 2023

Rate per hour/per day: 21.00 x 425.50 (hrs.) # of Days = \$8,935.50

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

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

Other costs (explain): Not to exceed total amount = N/A

Total Project Cost = **\$8,935.50**

Contract to be paid from:

115.90.787.1700.150.634

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

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.