## **Browning Public Schools**

**Board Agenda Request** Meeting to Be Held: 8/15/2017



Recognition: Students		Staff	Parents	
Information:		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:	8/11/17			
To:	Corrina Guardipee-Hall Superintendent of Schools	From: Title:	Human Resource Dept	
Subject:	Contract Service Agreements f	or the Substitute Worksl	nops	
record the of prepari	•	o be used throughout the s	eaching workshop August 14-18, 2017 to chool year. 2 Certified Teachers X 13 hrs. op video.	
Financia	l Impact: Maximum of \$273.00			
Funding	Source (Budget/grant, etc.): HE	R 25% 226-90-160-2316-1	50 / 75% 126-90-160-2316-150	
Attachmo	ent(s): Sample CSA			
Approva	l: Superintendent's Office/Finance	ce/Personnel as applicable	(Initial)	
Commen	its:			
Board Ad	ction: N/A (Info)	Approved Deni	ed Tabled to:	

## **Browning Public Schools**

## CONTRACT SERVICE AGREEMENT

(406) 338-2715 • (406) 338-3200

Pate: July 31, 2017 Board Approval: 08/08/2017				
Contractor: Sample CSA	Phone:			
Address:				
P.O. Box or Street Address	City State	Zip		
Type of Project/Service (be specific):	Contract will provide the preparation	n, presenting, editing, and		
finalizing of (1) Substitute Teaching works	hop August 15, 2017 to utilize the si	ubstitute workshop video		
throughout the school year for potential class	ssroom substitutes. Contractors will	submit a time sheet to the Human		
Resources Director.				
<b>Contracted Dates:</b> 08/14/2017-08/18/2	2017			
Rate per hour/per day: \$21.00 Per hr. X		= \$273.00		
Per Diem/per day: x		= <u>N/A</u>		
Mileage:miles @	per mile	= <u>N/A</u>		
Other costs (explain): Not to exce	eed total \$ amount	= <u>N/A</u>		
	<b>Total Project Cost</b>	= \$\\$273.00		
Contract to be paid from:		Independent Contractor:		
<u>25% 226-90-160-2316-150</u>		ice on completion		
75% 126-90-160-2316-150	Other			
	Employee:	shoot through pormall		
	Submit times	sheet through payroll		
The above terms and conditions constitute Schools for the contractor to render servic unforeseen problems, this agreement shall be	ces, as indicated. In the event of n	9		
Contractor's Signature	Emorie Davis-Bird Principal/Supervisor	•		
COME I III II III II III II III II III II I				
SSN/Federal ID Number/EIN	Superintendent			
An Independent Contractor must provide I License or sign an Independent Contractor Worker's Compensation Insurance and Une	or's Exemption Application Affida	vit waiving their rights under the		

White - Contractor Yellow - Business Office