

Browning Public Schools
Board Agenda Request
 Meeting to Be Held: 8/06/18



- 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: 8/3/18

To **Corrina Guardipee-Hall**
 Superintendent

From: **Emorie Davis-Bird**
 Title: HR Director

Subject: Hiring Community Mentors 2018-2019 school year

Description: This is a continuation of the community mentoring program we started last year. Retired educators are our community mentors. The community mentors provide additional support for the new teachers. They have additional time to support our new teachers in classroom set up, classroom management, emotional support when needed. They work closely with the building administrator to provide additional support for their building as needed. There is one community mentor per building and a special education mentor for all new special education teachers. Last year we piloted this and the evaluations were very positive from new teachers.

- ✚ (\$18.00 / hr x 300 hrs = \$5,400.00 (Plus Fringe)
 Laura Gervais - Community Mentor (SpEd)
 Leonard Guardipee - Building Mentor (Napi)
 DeeAnn Kipp - Building Mentor (BMS)
 Ann Lunak - Building Mentor (BHS)
 Lorrie Tatsey - Building Mentor (BES)

- ✚ \$22.00 / hr x 300 hours = \$6,600.00 (plus fringe)
 Colleen Wilson - Chair of Community Mentor Program

Financial Impact: \$39,000.00 (plus fringe)

Funding Source (Budget/grant, etc.): Title I (115.90.494.2213.150.119)

Attachment(s): CSA

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

CONTRACT SERVICE AGREEMENT
 (406) 338-2715 • (406) 338-3200

Date: August 1, 2018

Board Approval: _____

Contractor: Sample

Phone: _____

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

Type of Project/Service (be specific): Contractor will provide mentoring services for new teachers in their designated buildings during the 2018 - 2019 academic year. Contractor will be required submit bi-weekly timesheets documenting total hours of mentoring services.

Contracted Dates: 8/16/2018 - 5/30/2019

Rate per hour/per day: <u>\$18 per hour X 300 hrs</u>	=	<u>\$5,400.00</u>
Per Diem/per day: _____ x _____ # of Days	=	<u>N/A</u>
Mileage: _____ miles @ _____ per mile	=	<u>N/A</u>
Other costs (explain): _____ Not to exceed total \$ amount _____	=	<u>N/A</u>
Total Project Cost	=	<u>\$ 5,400.00</u>

Contract to be paid from:
115.90.494.2213.150.119

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

Emorie Davis-Bird
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

CONTRACT SERVICE AGREEMENT
(406) 338-2715 • (406) 338-3200

Date: August 1, 2018

Board Approval: _____

Contractor: Colleen Wilson

Phone: _____

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

Type of Project/Service (be specific): Contractor is the Chair of Community Mentor Program and will provide mentoring support for new teachers and mentoring staff as well as working with the building administrators, submitting timesheets and documenting data for the mentoring program during the 2018 - 2019 academic year. Contractor will be required to submit bi-weekly timesheets.

Contracted Dates: 8/16/2018 - 5/30/2019

Rate per hour/per day: <u>\$22.00 per hour X 300 hrs</u>	=	<u>\$6,600.00</u>	
Per Diem/per day: _____ x _____ # of Days	=	<u>N/A</u>	
Mileage: _____ miles @ _____ per mile	=	<u>N/A</u>	
Other costs (explain): _____ Not to exceed total \$ amount _____	=	<u>N/A</u>	
Total Project Cost		=	<u>\$ 6,600.00</u>

Contract to be paid from:
115.90.494.2213.150.119

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Employee:

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