

Browning Public Schools
Board Agenda Request
Meeting to Be Held: 5/29/19



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- 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
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Date: 5/29/19

To **Corrina Guardipee-Hall**
 Superintendent

From: Billie Jo Juneau
 Title: High School Principal

Subject: CSA: Compilation of Data for School Leadership Committee 2018-2019

Description: Request to approve a contract service agreement for Travis Miller for compilation of data for School Leadership Committee for Browning High School.

Financial Impact: \$441.00

Funding Source (Budget/grant, etc.): Salaries, benefits, and payroll costs to be charged against budgets for respective building/department/program/grant as applicable.

Attachment(s): CSA

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) 338-3200

Date: 5/29/19

Board Approval: _____

Contractor: Travis Miller

Phone: _____

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

Type of Project/Service (be specific): Compile and disaggregate data for School Leadership team.

Contracted Dates: February to May

Rate per hour/per day: 21.00 x 21 hours = \$441.00

Per Diem/per day: x # of Days = N/A

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

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

Total Project Cost = \$441.00

Contract to be paid from:

[226.60.150.2410.120](https://www.browningmontana.gov/226601502410120)

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.

White – Contractor

Yellow – Business Office

