

Browning Public Schools  
**Board Agenda Request**  
Meeting to Be Held: 7/25/19



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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:**      7/3/19

**To**            **Corrina Guardipee-Hall**  
                    Superintendent

**From:** Jeri Matt  
                    Title: Director of Curriculum & Instruction

**Subject: Contract Service Agreement for WIDA screening, assessing, scoring District Writing assessments**

**Description:** Lavada Pilling will administer the WIDA (MODL) screener to incoming Kindergarten students and any Tier 3 grade 2 and 3 students, administer the WIDA ACCESS 2.0 to students and score district writing assessments.

**Financial Impact: \$10,250.00**

**Funding Source (Budget/grant, etc.):** Title I SchoolWide 115.90.494.2100.120.120

**Attachment(s):** CSA

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

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

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

Browning Public Schools  
**CONTRACT SERVICE AGREEMENT**  
(406) 338-2715 • (406) 338-2708

**Date:** July 3, 2019

**Board Approval:** \_\_\_\_\_

**Contractor:** Lavada Pilling

**Phone:** \_\_\_\_\_

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

**Type of Project/Service** (be specific): Contractor will; screen incoming Kindergarten students with the MODL EL screener (10 days), screen tier 3 grade 2 and 3 students with the WIDA EL screener (5 days), administer the WIDA ACCESS 2.0 assessment (15 days), score district writing assessments (20 days).

**Contracted Dates:** 2019-20 Academic Year

Rate per hour/per day: \$25.00 x 410 hours = \$10,250

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

Mileage: \_\_\_\_\_ miles @ \_\_\_\_\_ per mile = N/A

Other costs (explain): fringe @ 18% = \$

**Total Project Cost** = \$10,250

**Contract to be paid from:**

**Title I SW**

**115.90.494.2100.120.120**

**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**

Jeri Matt  
**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**