

Browning Public Schools
Board Agenda Request
Meeting to Be Held: 10/11/23



- 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: 10/3/23

To: Corrina Guardipee-Hall
Superintendent

From: Matthew Johnson
Title: Director of Alternative Education

Subject: **CSA: Ee-Kah-Ki-Maht Coordinator SY 2023-2024**

Description: Request to approve a contract service agreement for a certified teacher for 21st Century Tutoring Program:

✚ Cheri Larson, Ee-Kah-Ki-Maht Coordinator for the 2023-2024 SY

Financial Impact: \$11,571.00 (\$21.00/ hour x 19 hours per week x 29 weeks Per the Temporary Compensation salary Schedule 9/23/21)

Funding Source (Budget/grant, etc.): 126.64.170.1340.111

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: 10/3/23

Board Approval: 10/10/23

Contractor: Cheri Larson

Phone: _____

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

Type of Project/Service (be specific): Coordinator for the Ee-Kah-Ki-Maht Program. Contractor will provide structured recreational activities for students K thru 12 Monday, Tuesday, and Thursday from 4 pm –5:00 pm and 6:00pm until 10pm. Wednesday from 6:00pm–10:00pm. Contractor will provide bi-weekly timesheets to the Director of Alternative Education and maintain daily sign-in logs to document tutoring activity. Employee is under the supervision of the Director of Alternative Education and will be responsible for all standards of employment for continued employment with the district.

Contracted Dates: 10/11/23 to 5/30/24

Rate per hour/per day: \$21.00 per hour x 19 hours per week x 29 weeks = \$11,571.00

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 = \$11,571.00

Contract to be paid from:

126.64.170.1340.111

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

