

Browning Public Schools  
**Board Agenda Request**  
Meeting To Be Held: 7/9/19



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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:**   7/2/19

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

**From:**   Everett Armstrong  
**Title:**   Activities Director

**Subject:**   **CSA - Scheduling, Inventories, Interviews 2018-2019**

**Description:** Request approval of a contract service agreement for Karleen White Grass to work on Ee Kah Ki Maht schedules, inventories and interviews for the summer program.

**Financial Impact:** \$128.00

**Funding Source (Budget/grant, etc.):** 126.64.170.1340.120

**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) 338-3200

Date: 5/14/19

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

Contractor: Karleen Whitegrass

Phone: 845-2865

Address: PO Box 631 Browning, MT 59427  
P.O. Box or Street Address City State Zip

Type of Project/Service (be specific): Ee Kah Kii Maht Summer Program schedules, inventories and interviews for the summer program.

Contracted Dates: 5/14/19-5/31/19

Rate per hour/per day: \$16 x 2 x 4 days \$128 = \$128.00

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** = \$128.00

Contract to be paid from:

[126.64.170.1340.120](https://www.browningpublicschools.org/126.64.170.1340.120)

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

\_\_\_\_\_  
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