

Browning Public Schools  
**Board Agenda Request**  
 Meeting to Be Held: 8/25/2021



- 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:**    7/21/2020

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

**From:**    John E Salois  
**Title:**    Human Resource Director

**Subject:** **Contract Service Agreement for Tele-Mental Health Services 2021-2022**

**Description:** Contract Service Agreement to provide Tele-Mental Health services for 2021-2022 year. Contractor will provide at their own cost: Professional Liability insurance, Tribal Business License, State Business License, Yearly renewal of professional licenses, Subscription to Simple Practice, Online service that provides confidential scheduling, Client portal, Confidential tele-mental health and Third-party billing. The cost to the district will be \$2,000.00 per month for twelve months, to be renegotiated at the end of the fiscal year. The parties recognize this is a base salary, which covers one week of expenses for 20 clients a week or five clients a month. The three weeks or additional clients will be billed via a third party; ex. Medicaid or private insurance.

**Financial Impact:** **\$24,000.00** (\$2,000 per month for 12 months)

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

**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) 338-2708

**Date:** August 19, 2021

**Board Approval:** August 25, 2021

**Contractor:** Kathy Broere

**Phone:** (406) 229-1849

**Address:** 80 Cathy's Cove Dillon, MT 59725  
P.O. Box or Street Address City State Zip

**Type of Project/Service** (be specific): Contractor will: Provide confidential, quality and assessable mental health services via tele-health for up to twenty clients per week. Provide up to two groups per week in addition to the 20 clients. Provide an opportunity for families to participate in their child's therapy via Family Counseling. -Partner and work with school's personnel to address specific concerns for students, i.e. trauma, behavior, etc. Provide mental health services to district employees. Contractor will provide continued supervision of Licensed Clinical Professional Counselor Candidates. During vacations that last longer than a week, contractor will continue seeing clients. If they are unable to make appointments during the vacation period, contractor will "check in" in a confidential manner that best fits the clients. This includes the summer months.

**Contracted Dates:** August 26, 2021-June 30, 2022

Rate per hour/per day: \$2,000 per month x 12 = \$24,000.00  
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** = \$24,000.00

**Contract to be paid from:**

**Independent Contractor:**

- Submit invoice on completion  
 Other Submit Monthly invoice

**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**

Corrina Guardipee-Hall  
**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**