

Browning Public Schools
Board Agenda Request
Meeting to Be Held: July 12, 2022



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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: 7/05/2021

To: **Browning Board of Trustees**

From: Corrina Guardipee-Hall
Title: Superintendent

Subject: CSA: Chaperone for Attendance Award Trip to Silverwood 2021-2023

Description: Chaperones were needed for the Attendance Award Trip to Silverwood June 26, 27, & 28, 2022 and Sherina Whitford, certified teacher, agreed to help due to 4-chaperones not able to make it.

Financial Impact: \$638.00

Funding Source (Budget/grant, etc.): 115.90.775.1200.150.632

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: July 5, 2022

Board Approval: 7/12/22

Contractor: Sherina Whitford

Phone: _____

Address: P.O. Box
P.O. Box or Street Address

Browning MT 59417
City State Zip

Type of Project/Service (be specific): Contractor will provide chaperone services for the Attendance Award Trip to Silverwood

Contracted Dates: June 26, 27, & 28, 2022

Rate per hour/per day: \$22.00 x 29 hours = \$638.00

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 = **\$638.00**

Contract to be paid from:

115.90.775.1200.150.632

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.