

Browning Public Schools
Board Agenda Request
Meeting to Be Held: 6/27/18



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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: 6/11/18

To: **Corrina Guardipee Hall**
 Superintendent

From: Tony Wagner
 Title: Director

Subject: Hiring: EE KAH KII MAHT Adult Worker 2018

Description: Recommend hiring Karleen Whitegrass to provide services for the Summer Ee Kah Kii Maht program and recreational activities.

Financial Impact: \$1,472.00 plus taxes

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

Attachment(s): contract service agreement

Comments: _____

Board Action: N/A (Info) Approved Denied Tabled to: _____

Browning Public Schools
CONTRACT SERVICE AGREEMENT
 (406) 338-2715 • (406) 338-3200

Date: July 2, 2018

Board Approval: 6/27/2018

Contractor: Karleen Whitegrass

Phone: 406-845-2865

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

Type of Project/Service (be specific): Contractor will provide services for the Summer Ee Kah Ki Maht Summer Program and Recreational Activities. The Contractor's time will run July 2 – July 31, 2018. Contractor will be implementing all activities of the Ee Kah Ki Maht Summer Program. Contractor will help schedule all summer activities that are planned for during the month of July. Contractor will assist in checking in youth as they arrive each day and as they check out each day at every site and make sure it is done on a daily basis. Contractor will do activities with youth and always be engaged and willing to do physical fitness drills. Will be responsible for all gear that they are entrusted with and will be responsible for all lost and damaged gear. Contractor will provide assistance to the Director of Student Activities on an as needed basis. Contractor will be in charge of youth participants of the Ee Kah Ki Maht program. Contractor will need to turn in timesheets for themselves on a weekly basis. Contractor will be under direct supervision of Angel Tail and Crystal St. Goddard and will be required to follow all standards for continued employment.

Contracted Dates: 7/2/18 to 7/31/18

Rate per hour/per day: <u>\$11.50 per hour x 8 hours a day x 16 days</u>	= <u>\$1,472.00</u>
Per Diem/per day: <u> </u> x <u> </u> # of Days	= <u>N/A</u>
Mileage: <u> </u> miles @ <u> </u> per mile	= <u>N/A</u>
Other costs (explain): <u>Not to exceed total \$ amount</u>	= <u>N/A</u>
Total Project Cost	= \$ <u>1,472.00</u>

Contract to be paid from:
126.64.170.1340.120
EE KAH KI MAHT GRANT

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

Tony Wagner
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.