

Browning Public Schools
Board Agenda Request
Meeting to Be Held: 4/19/22



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: 4/12/22

To **Corrina Guardipee-Hall**
 Superintendent

From: Rebecca Rappold
Title: Director of Curriculum

Subject: Contract Service Agreement: Building/Department Mentor for the Remainder of the 21-22 SY

Description: Each new teacher will have a building/department mentor. Building mentors will assist new teachers with day-to-day management, building procedures, printing, drills, leave, instructional framework, pacing, grade level meetings, teams, infinite campus, grading, attendance, school wide activities, and instructional/building level questions.

Building/Department Mentor

Jessica Schauf assigned as mentor for Napi Special Education Teacher

Each mentor will receive a stipend based on the following:

10-19 hours \$100.00
20-39 hours \$250.00
40-59 hours \$500.00
60 plus hours \$1,000.00

Funding Source (Budget/grant, etc.): Title I Schoolwide 115.90.494.2213.150.231

Attachment(s): See list

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: 4/12/22

Board Approval: 4/19/2022

Contractor: Jessica Schauff

Phone: _____

Address: _____
P.O. Box or Street Address City State Zip

Type of Project/Service (be specific): Contractor will provide mentoring support to newly hired teachers in their designated building/department for the remainder of the 21-22 SY. Contract will submit timesheets to supervisor for pay documenting the total number of mentoring hours.

Contracted Dates: 3/30/21-6/3/22

Rate per year:

10-19 hours \$100.00

20-39 hours \$250.00

40-59 hours \$500.00

60 plus hours \$1,000.00 = \$1000.00

Total Project Cost = \$1000.00

Contract to be paid from:

Title I: Schoolwide 115.90.494.2213.150.231

Independent Contractor:

☐ Submit invoice on completion

☐ _____

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

Rebecca Rappold
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

