

Browning Public Schools
Board Agenda Request
Meeting to Be Held: February 8, 2024



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: February 5, 2024

To: Corrina Guardipee-Hall
 Superintendent

From: Jennifer Wagner
Title: Browning High School Principal

Subject: **CSA: Welding/Auto Mechanics 2023-2024**

Description: Zebah Burdeau will provide welding/auto mechanics support for Responsive Fridays. The high school does not have an auto mechanic or welding teacher for 2nd Semester Classes and Mr. Burdeau is a certified welder/auto mechanic and previously taught this class. BHS has students that want to do welding projects and work on cars.

Financial Impact: \$3,000.00

Funding Source (Budget/grant, etc.): [226.60.150.2410.320](#)

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: February 5, 2024

Board Approval: 2/8/2024

Contractor: Zebah Burdeau

Phone: 406-546-5606

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

Type of Project/Service (be specific): Contractor will provide auto mechanic and welding support
on Responsive Fridays for students; Feb 9, Mar 7 or 8 (depending on schedule), April 12 and May 10 and Field
Day

Contracted Dates: Feb 9, Mar 7 or 8 (depending on schedule), April 12 and May 10 and Field Day

Rate per hour/per day: _____ = \$3000.00
Per Diem/per day: _____ x _____ # of Days = _____
Mileage: _____ miles @ _____ per mile = _____
Other costs (explain): _____ = _____
Total Project Cost = \$3,000.00

Contract to be paid from:
[226.60.150.2410.320](tel:226.60.150.2410.320)

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