

Browning Public Schools  
**Board Agenda Request**  
Meeting to Be Held: February 23, 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:**    2/17/2022

**To:**        Corrina Hall Guardipee  
                  Superintendent

**From:**    Everett Armstrong  
                  Title:    Activities Director

**Subject:** **Eekahkimaht Adult Afterschool Activities 2021-2022**

**Description:** As the Browning Public Schools Activities Director, I am requesting to approve a contract service agreement for Jaysen TallWhiteman for the Eekahkimaht Adult Afterschool Activities position.

 Jaysen TallWhiteman, Eekahkimaht Adult Afterschool Activities

**Financial Impact:** \$5,616.00 (+ fringe)

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

**Attachment(s):** CSA

**Approval:** Superintendent's Office/Finance/Personnel as applicable (Initial) \_\_\_\_\_

**Comments:** \_\_\_\_\_

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**Board Action:**     N/A (Info)     Approved     Denied     Tabled to: \_\_\_\_\_

Browning Public Schools  
**CONTRACT SERVICE AGREEMENT**  
(406) 338-2715 • (406) 338-2708

**Date:** January 19, 2022

**Board Approval:** 2/8/22

**Contractor:** Jaysen TallWhiteman

**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 services for the Ee Kah Ki Maht K-12 Afterschool Activities and Recreational Activities. The Contractor's will work 6 hours per day, Mon-Thurs from February 9, 2022 - June 30, 2022. Contractor will implement all activities of the Ee Kah Ki Maht Program. Contractor will help monitor students and activities. Contractor will assist in checking in youth as they arrive and as they check out at the site and make sure all students are picked up. Contractor will help set up the activity site and do activities with youth and always be engaged and willing to do physical fitness drills. Contractor will turn in timesheets as scheduled. Contractor will be under direct supervision of Eekahkimaht Supervisor Milyn Lazy Boy and Director of Student Activities and will be required to follow all standards for continued employment.

**Contracted Dates:** February 24, 2022 – June 30, 2022

Rate per hour/per day: \$13.00/ hour, 6 hours/dayx4 days/wk (18 weeks) = \$5,616.00

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 Cost per individual = \$5,616.00**

**Contract to be paid from:**

126.64.170.1340.120

Impact Aid

**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**

Everett Armstrong  
**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