

Browning Public Schools  
**Board Agenda Request**  
Meeting to Be Held: May 28, 2025



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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:**        May 25, 2025

**To:**           Rebecca Rappold  
                    Superintendent

**From:**       Robert Hall  
**Title:**        BNAS Director

**Subject: Revised Contract Service Agreement: BNAS Online Assessment 2024-2025**

**Description:** Request to revise and replace the contract service agreement for Lea 'Lorrie' Tatsey for the BNAS Online Assessment which was approved on 5/13/25. The CSA reflected only 10 days of work and should have been 20 days x 8hrs x \$25.00.

**Financial Impact: \$4,000.00**

**Funding Source (Budget/grant, etc.):** 115.90.374.2213.320.510

**Attachment(s):** N/A

**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:** 05/6/2025

**Board Approval:** 5/13/25

**Contractor:** Lea Tatsey

**Phone:** N/A

**Address:** \_\_\_\_\_  
P.O. Box or Street Address City, State, Zip

**Type of Project/Service** (be specific): Contractor will help students in Blackfoot language specials and students in Blackfoot immersion classes to take the Blackfoot language assessment created by the BNAS department. BNAS Instructional Coach would work with contractor and help them navigate the digital landscape of logging on and taking the assessment properly

**Contracted Dates:** 5/05/25 to 05/16/25

Rate per hour/per day: \$25.00 x 8 hrs x 20 # of Days = \$4,000.00

Per Diem/per day: NA x NA # of Days = NA

Mileage: NA miles @ NA per mile = NA

Other costs (explain): N/A = NA

**Total Project Cost** = \$4,000.00

**Contract to be paid from:**

115.90.374.2213.320.510

\_\_\_\_\_

**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**

Robert Hall  
**Principal/Supervisor**

\_\_\_\_\_  
**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.