

Browning Public Schools
Board Agenda Request
Meeting to Be Held: October 9, 2018



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: October 1, 2018

To: **Corrina-Guardipee Hall**
 Superintendent

From: Jennifer Wagner
Title: Browning Elementary School Principal

Subject: **CSA: CPR / 1st Aide Training - BES**

Description: First Aid and CPR Training with Charles Farmer for 10 classified staff members on October 18, 2018.

Financial Impact: \$500.00

Funding Source (Budget/grant, etc.):126.20.120.1700.120

Attachment(s): None

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) 338-3200

Date: 10/1/18

Board Approval: _____

Contractor: Charles Farmer

Phone: _____

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

Type of Project/Service (be specific): Contractor will provide CPR & First Aid training for 10 BES classified staff. Contractor will provide each trainee a CPR & First Aid card. The training will be held on October 18, 2018 at BES 9am-1pm.

Contracted Dates: 10/18/18

Rate per hour/per day: \$50/trainee x 10 = \$500.00

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 Project Cost = \$500.00

Contract to be paid from:
126.20.120.1700.120

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