

Browning Public Schools
Board Agenda Request
Meeting to Be Held: 8-29-18



Recognition: Students Staff Parents
Information: Building Report Old Business Superintendent's Report
Action: Resignations 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: 8-15-18

To: **Corrina Guardipee-Hall**
 Superintendent

From: Sicity Bird
 Title: Napi Elementary Principal

Subject: **Contract for Instructional Videos**

Description: Request a contract service agreement for Andrea Sangray to create Instructional videos to support implementation of the ELA//Wonders framework and Intervention programs needed. I am requesting to provide two teachers with a contract to create these videos as a resource for all staff. The hours will be performed outside of the certified contract hours.

Financial Impact: **\$504.00**

Funding Source (Budget/grant, etc.): **Office of the Principal: 100% 126/30.120.2410.120**

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) 338-3200

Date: 8-9-18 **Board Approval:** _____
Contractor: Andrea Sangray **Phone:** _____
Address: P.O. Box 2299 Browning, MT 59417
P.O. Box or Street Address City, State, Zip

Type of Project/Service (be specific): Individual will create 5-10 videos that reflect desired instruction of the Wonders/ELA Framework and Intervention Programs.

Contracted Dates: 8-30-18 to 9-30-18
Rate per hour/per day: 21.00/168.00 x 3 # of Days = \$504.00
Per Diem/per day: _____ x 0 # of Days = _____
Mileage: _____ miles @ 0 per mile = _____
Other costs (explain): Not to exceed total \$ amount = 504.00
Total Project Cost = \$ 504.00

Contract to be paid from:
126-30-100-120-2400-120

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

Sicily Bird
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.