

Browning Public Schools
Board Agenda Request
Meeting to Be Held: 3/10/20



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: 3/3/20

To **Corrina Guardipee-Hall**
 Superintendent

From: **Tonia Tatsey**
 Title: KW Vina Principal

Subject: Contract Service Agreement for Third Writing Assessment 2019-2020

Description: Carolann Racine will hand score the Kindergarten and 1st grade-3rd Writing Assessment after it is administered the third week of April 2020 to all Kindergarten and 1st grade students at KW Vina Elementary.

Financial Impact: \$200.00 (\$25.00 x 24 hours plus 18% fringe)

Funding Source (Budget/grant, etc.): 115.90.494.2100.120.120 WIDA

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: March 10, 2020

Board Approval: _____.

Contractor: Carolann Racine

Phone: _____

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

Type of Project/Service (be specific): Contractor will hand score the Kindergarten and first grade students 3rd Writing Assessment after it is administered the third week of April 2020.

Contracted Dates: April 2020

Rate per hour/per day: \$25.00 x 8 hours = \$200.00

Per Diem/per day: _____ x _____ # of Days = N/A

Mileage: _____ miles @ _____ per mile = N/A

Other costs (explain): fringe @ 18% = _____

Total Project Cost = \$200.00

Contract to be paid from:
115.90.494.2100.120.120 WIDA

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

Rebecca A. Rappold
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