

Browning Public Schools  
**Board Agenda Request**  
Meeting to Be Held: August 25, 2021



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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:**        August 19, 2021

**To:**            Corrina Guardipee-Hall  
                    Superintendent

**From:**        John E Salois  
                    Title:        Human Resources Director

**Subject:**    **CSA: District COVID-19 Plan, Data Collection, Plan Development 2021-2022**

**Description:** Contract Service Agreement for Jason Krane to gather and collate data for the District COVID-19 plan for 2020-2021 Academic year.

**Financial Impact:** \$6,323.00 (not to exceed 180 hours x \$35.13 + fringe)

**Funding Source (Budget/grant, etc.):** 115.90.494.2213.150.230

**Attachment(s):**    Contract Service Agreement

**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) 338-3200

**Date:** August 19, 2021

**Board Approval:** August 25, 2021

**Contractor:** Jason Krane

**Phone:** \_\_\_\_\_

**Address:** Box 352 East Glacier Park MT 59434  
P.O. Box or Street Address City State Zip

**Type of Project/Service** (be specific): Contractor will compile and analyze school and district level data to drive curriculum purchases, implementation of evidence-based practices, and formative assessment measures for student growth an achievement in regard to prioritizing ESSER III instructional funds.

**Contracted Dates:** 8/26/2021-6/3/2022

Rate per hour/per day: Not to exceed 180 hours x \$35.13 per hour = \$6,323.00  
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 = \$6,323.00**

**Contract to be paid from:**  
115.90.494.2213.150.230

**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**

Corrina Guardipee-Hall  
**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**