

Browning Public Schools  
**Board Agenda Request**  
Meeting to Be Held: 6/8/21



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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:**    6/1/21

**To:**        **Corrina Guardipee-Hall**  
                 Superintendent

**From:**    Matthew Johnson  
                 Title:    Director of Alternative Education

**Subject: Extended Contract: COVID 2021 Summer Prevention Support and Contact Tracing 2020-2021 & 2021-2022**

**Description:** Matthew Johnson, Director of Alternative Education is requesting an extended contract for Cinnamon Crawford to work 100 hrs on the Prevention Support and COVID workshops for summer programs, including summer school, Ee-kah-kii-maht, BAWAP, and summer sports camps. Contactor will also be available for Contact Tracing and COVID support for the entire District during this time.

**Financial Impact:** \$ 3,086.00 (\$30.86 hr X 100 hrs. plus 18% fringe)

**Funding Source (Budget/grant, etc.):** 115-76-456-2152-330-612

**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) 338-2708

**Date:** June 1, 2021

**Board Approval:** 6/8/21

**Contractor:** Cinnamon Crawford

**Phone:**

**Address:** \_\_\_\_\_ Browning MT 59417  
P.O. Box or Street Address City State Zip

**Type of Project/Service** (be specific): Contractor will provide support and COVID prevention workshops for summer programs, including summer school, Ee-gah-ki-mah, BAWAP and summer sports camps. Contractor will also be available for Contact Tracing and COVID support for the entire District during this time.

**Contracted Dates:** 6/22//21 – 7/23//21

Rate per hour/per day: \$30.86 per hour x 100 hrs x 18% fringe = \$3,641.48

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

Mileage: \_\_\_\_\_ miles @ \_\_\_\_\_ per mile = N/A

Other costs (explain): \_\_\_\_\_ = N/A

**Total Project Cost = \$3,641.48**

**Contract to be paid from:**  
115.90.450.2213.320.211

**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**

Matthew Johnson, Director Alt Education  
**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.