

Browning Public Schools
Board Agenda Request
Meeting to Be Held: 10/28/20



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: 10/20/20

To **Corrina Guardipee Hall**
 Browning Schools

From: Billie Jo Juneau
Title: Director of Curriculum

Subject: Train for Project Success Writing Program 2020-2021

Description: I am requesting a contract service agreement for Colleen Wilson, Certified Trainer, for the Project Success Enrichment Writing Program. Due to COVID-19 and Blackfeet Tribal Ordinance 121 regarding social distancing, it changed the concept of one large group and the group had to be reduced with training rescheduled to take place in each building. Contractor will complete this work between the dates of November 11, 2020 to November 13, 2020.

Financial Impact: \$2,500.00

Funding Source (Budget/grant, etc.): 115.90.494.2213.150.120

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) 338-2708

Date: October 20, 2020

Board Approval: 10/28/20

Contractor: Colleen Wilson

Phone: 336-2850

Address: PO Box 836 Cut Bank, MT 59427
P.O. Box or Street Address City State Zip

Type of Project/Service (be specific): Contractor will present for the Project Success Writing Program. Contractor will be providing professional development for the Standards Based Education Committee, instructional coaches and administrators June 9th. This will be a train the trainer PD.

Contracted Dates: 11/1/20 to 11/13/20

Rate per hour/per day: _____ =
Per Diem/**per day**: \$1,000.00 x 2.5 # of Days = \$2,500.00
Mileage: _____ miles @ _____ per mile = NA
Other costs (explain): Not to exceed \$2,500 = NA
Total Project Cost = \$2,500.00

Contract to be paid from:

[Title I SW](#)

115.90.494.2213.150.120

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

Billie Jo Juneau
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