

Browning Public Schools
Board Agenda Request
Meeting to Be Held: September 30, 2020



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: September 22, 2020

To: **Corrina Guardipee-Hall**
 Superintendent

From: Dennis Juneau
Title: Asst. Superintendent/Dir. of Instruction

Subject: **Contract Service Agreement: BPS Building Mentor 2020-2021 AY**

Description: Request a CSA for Edith Wagner to mentor at Napi Elementary for the 2020-2021 AY.

Justification: Each new teacher will have a building mentor. Building mentors will assist new teachers with day to day management, building procedures, printing, drills, leave, instructional framework, pacing, grade level meetings, teams, infinite campus, grading, attendance, school wide activities, and instructional/building level questions.

Each mentor will receive a stipend based on the following:

- 10-19 hours \$100.00
- 20-39 hours \$250.00
- 40-59 hours \$500.00
- 60 plus hours \$1,000.00

Funding Source (Budget/grant, etc.): 115.90.494.2213.150.120 (Title I Grant OPI)

Attachment(s): CSA based on 60 plus hours

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: September 22, 2020

Board Approval: 9/30/20

Contractor: Edith Wagner

Phone: _____

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

Type of Project/Service (be specific): Contractor will provide mentoring services for new teachers and coaches in their designated buildings during the 2020-2021 AY. Contractor will submit bi-weekly time sheets documenting total hours of mentoring services.

Contracted Dates: Aug. 10, 2020 to May 31, 2021

Rate per year: \$1000.00 for 60 plus hours	= \$1000.00
10-19 hours \$100.00	= N/A
20-39 hours \$250.00	= N/A
40-59 hours \$500.00	= N/A

Total Project Cost = \$1,000.00

Contract to be paid from:

[Title 1 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

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