

Browning Public Schools
Board Agenda Request
Meeting to Be Held: 8/17/16



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: 8/9/16

To: **John Rouse**
 Superintendent

From: Jason Andreas
 Title: Executive Director

Subject: **Youth Mental Health First Aid Training - New Teacher Orientation**

Description: Jason Andreas, Executive Director, is requesting the approval of a CSA for Kathy Broere to present the 6 hour YMHFA Training to all new teachers on August 18, 2016.

Financial Impact: \$225.00

Funding Source (Budget/grant, etc.): HR 226.90.160.2316.330 (25%) - HR 126.90.160.2316.330 (75%)

Attachment(s): Contract Service Agreement

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) 338-3200

Date: August 18, 2016 **Board Approval:** August 17, 2016
Contractor: Kathy Broere **Phone:** 338-7995
Address: P.O. Box 998 Browning MT 59417
P.O. Box or Street Address City State Zip

Type of Project/Service (be specific): Contractor will facilitate 6 hour Youth Mental Health First Aid Professional Development for new teaching staff on August 18, 2016. Upon completion, the contractor will turn in a time sheet to document 6 hour training.

Contracted Dates: 8/18/2016
Rate per hour/per day: \$225.00 per 6 hour pd (board approved rate) = \$225.00
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 = \$ 225.00

Contract to be paid from:
126.90.160.2316.330 (75%)
226.90.160.2316.330 (25%)

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

Jason Andreas
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