

Browning Public Schools
Board Agenda Request
Meeting to Be Held: May 28, 2025



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: 05/20/25

To: Rebecca Rappold
Superintendent

From: Bev Sinclair
Title: HR Director

Subject: CSA: Ee Gah Kii Maht Student Workers Second Session-BHS Summer 2025

Description: Heidi BullCalf is requesting to hire students for the Ee Gah Kii Maht Secondary Summer Program: 2nd Session July 14 – July 31, 2025 (14 days) ; 2 – 9 pm (7 hours) for a total of 98 hours.

1. Joss Blackweasel
2. Koen CalfRobe
3. Jasiah Rider

Financial Impact: \$1033.90 Each (\$3,101.70)

Funding Source (Budget/grant, etc.): 126 64 170 1340 120 (70%); 226 64 170 1340 120 (30%)

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) 338-2708

Date: 05/20/25

Board Approval: 05/28/25

Contractor: Sample Contract

Phone: _____

Address: PO Box
P.O. Box or Street Address

MT 59
City State Zip

Type of Project/Service (be specific): Student Worker for the Ee Kah Kii Maht Summer 2024 Program. Contractor will provide structured Activities and other duties during the tutoring hours for Ee Kah Kii Maht Summer Program (Grades K-12). Contractor is under the supervision of the Director of Student Activities and will be responsible for all students for continued employment with the district.

Contracted Dates 7/14/25 – 7/31/25

Rate per hour/per day: \$10.55 per hour x 7 hrs/day x 14 days = \$1,033.90

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 = \$1,033.90

Contract to be paid from:

126 64 170 1340 120 (70%)

226 64 170 1340 120 (30%)

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

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