

Browning Public Schools
Board Agenda Request
Meeting to Be Held: June 11, 2024



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: 5/22/24

To: Corrina Guardipee-Hall
 Superintendent

From: Heidi BullCalf
 Title: Director of Student Activities

Subject: **CSA: 21st Century Student Workers, Summer 2024**

Description: Heidi BullCalf is requesting to hire additional students for the 21st Century Program, June 12 – July 31, 2024; 8 AM – 4:30 PM; Monday thru Thursday, for a total of 27 days (216 hours).

1. Destiny Whitegrass, \$2,224.80
2. Neveah Hammons, \$2,224.80

Financial Impact: **\$4,449.60** (\$10.30 x 216 hours x 4 students; Per DOL Min Wage Requirements)

Funding Source (Budget/grant, etc.): 215.68.434.1700.120.424

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: 06/05/24

Board Approval: 6/11/24

Contractor: _____

Phone: _____

Address: PO Box MT 59
P.O. Box or Street Address City State Zip

Type of Project/Service (be specific): Student Worker for the 21st Century Summer 2024 Program. Contractor will provide structured Activities and other duties during the tutoring hours for 21st Century Summer Program (Grades K-12). Contractor is under the supervision of the Student Activities Coordinator and will be responsible for all students for continued employment with 21st Century. Dates for CSA: June 12-July 31, 2024.

Contracted Dates: 6/12/24 through 7/31/24

Rate per hour/per day: \$10.30 per hour x 8 hrs/day x 27 days = \$2,224.80

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 = \$2,224.80

Contract to be paid from:

215.68.434.1700.120.422

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