

Browning Public Schools
Board Agenda Request
Meeting to Be Held: 8/1/2019



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: 7/29/19

To: **Corrina Guardipee-Hall**
 Superintendent

From: John Salois
 Title: Human Resources Director

Subject: **Contract Service Agreement - New Teacher Orientation**

Description: Stipends for new teachers who attend New Teacher Orientation the week of August 12 through 15, 2019.

Financial Impact: \$100.00 per day for 4 days x (up to) 14 = \$5,600

Funding Source (Budget/grant, etc.): 115.90.420.2213.150.131

Attachment(s): New Teacher List, Sample CSA

Approval: Superintendent's Office/Finance/Personnel as applicable (Initial) _____

Comments: _____

Board Action: N/A (Info) Approved Denied Tabled to: _____

NEW TEACHERS FOR 2019-2020

NAME	LOCATION
George Sharbono	KW/Vina
Mckenzie Augare	KW/Vina
Britney Shooter	KW/Vina
Zoe Johnson	KW/Vina
Zebah Burdeau	Napi
Aspen ManyHides	Napi
Mylin LazyBoy	Napi
Jessica Schauf	Napi
Whitney Bremner	BHS
Sienna Speicher	BHS
Karen Neilson-Salois	
	SPED
Crystal Evans	SPED-Pending Approval
BHS ELA	Pending Approval
BHS ELA	Pending Approval

Browning Public Schools
CONTRACT SERVICE AGREEMENT
 (406) 338-2715 • (406) 338-3200

Date: 8/1/2019

Board Approval: August 1, 2019

Contractor: SAMPLE _____

Phone: 338-3711

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

Type of Project/Service (be specific): Teachers new to the district will attend new teacher orientation and receive professional development with the district's curriculum. New teachers will receive their contracts, the master contract (CBA), district policies and SOP's, and be introduced to their mentors. The work schedule will be from 8:00 am to 4:00 p.m. for four days beginning August 12, 2019 through August 15, 2019. The contractor will submit required timesheets for the time provided.

Contracted Dates: 8/12/2019 through 8/15/2019

Rate per hour/per day: \$100.00 per day @ 4 days = \$400.00

Per Diem/per day: _____ x _____ # of Days = NA

Mileage: _____ miles @ _____ per mile = N/A

Other costs (explain): Not to exceed total amount = N/A

Total Project Cost = \$400.00

Contract to be paid from:

115.90.420.2213.150.131

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

Corrina Guardipee Hall
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