

Browning Public Schools
Board Agenda Request
Meeting to Be Held: 6/9/2020



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: 6/2/2020

To: **Corrina Guardipee Hall**
 Superintendent

From: John E Salois
 Title: Human Resources Director

Subject: Amend Contract Service Agreement - School Safety Plan

Description: Corrina Guardipee Hall, Superintendent, is recommending an amended Contract Service Agreement dated January 26, 2020 for DeeAnn Kipp to keep the district's emergency plan updated and to date, and have a district staff on the TERK Committee to plan and coordinate drills, and to work quarterly with the Instructional Leadership Team to schedule emergency preparedness drills for our schools. Due to Covid-19 Planning hours should be not to exceed 60 hours (previously: not to exceed 30 hours) and rate of pay should be \$22.00 per hour for Committee Chair per Temporary Employment Compensation Schedule. Original CSA was for \$21.00 per hour.

This CSA will supersede the CSA approved by the BPS #9 Board of Trustees dated 1/26/2020.

Financial Impact: Not to exceed 60 hours at \$22.00 per hour \$1,320.00

Funding Source (Budget/grant, etc.): 126.90.890.3300.120 (75%). 226.90.890.3300.120 (25%)

Attachment(s): See attached list of participant information

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: June 9, 2020

Board Approval:

Contractor: Barbara Dee Ann Kipp

Phone: 406-338-5448

Address: P. O. Box 2014
 P.O. Box or Street Address

Browning MT 59417
 City State Zip

Type of Project/Service (be specific): Contractor will provide professional service to ensure BPS is best prepared for an emergency. The contractor will provide up to an additional 60 hours of service beyond the Contract Service Agreement approved by the BPS #9 Board of Trustees on August 13, 2019. Contractor will meet as needed with the Instructional Leadership Team and/or individual departments to review the safety plan, plan drills, and facilitate table top exercises. Contractor will continue to meet monthly with the TERC to ensure community resources are coordinated in the result of an emergency. This CSA will supersede the CSA dated 1/26/2020.

Contracted Dates: 1/23/2018 – 5/10/2018

Rate per hour/per day: \$22.00 X not to exceed 60 hrs	=	\$	1,320.00
Per Diem/per day: _____ x _____ # of Days	=		<u>N/A</u>
Mileage: _____ miles @ _____ per mile	=		<u>N/A</u>
Other costs (explain):	=	\$	_____
Total Project Cost			<u>\$1,320.00</u>

Contract to be paid from:
 126.90.890.3300.120 (75%)
 226.90.890.3300.120 (25%)

Independent Contractor:

- Submit invoice on completion
- Other Time sheet

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.