

Browning Public Schools
Board Agenda Request
Meeting to Be Held: 12/17/19



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: 12/12/19

To: **Corrina Guardipee Hall**
 Superintendent

From: John E Salois
 Title: Human Resources Director

Subject: Contract Service Agreement for Certified Tutor 2018-2019

Description: Contract Service Agreement for Brian Harrell as a certified tutor at the Browning High School during the Christmas holiday break for 4 hours each day for 5 days.

Financial Impact: \$420.00 (18% fringe)

Funding Source (Budget/grant, etc.): 115.60.494.2100.120.120

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: December 18, 2019

Board Approval: _____

Contractor: Brian Harrell

Phone: 873-2122

Address: 123 Mountain View Cut Bank, MT 5947
P.O. Box or Street Address City State Zip

Type of Project/Service (be specific): Certified Tutor for BHS during the holiday break.

Contracted Dates: December 26, 27 & 30, 2019-January 2 & 3, 2020

Rate per hour/per day: <u>\$21.00 per hour x 20 hours</u>	=	<u>\$420.00</u>
Per Diem/Per Day: _____ x _____ # of days	=	<u>N/A</u>
Mileage: _____ miles @: _____ per mile	=	<u>N/A</u>
Other costs (explain): <u>Not to exceed total \$ amount</u>	=	<u>N/A</u>
Total Project Cost	=	<u>\$420.00</u>

Contract to be paid from:

115.90.494.2100.120.120

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

Jennifer Lafromboise Wagner
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