

Browning Public Schools  
**Board Agenda Request**  
Meeting To Be Held: 06/28/23



---

**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:**      06/20/23

**To:**          Corrina Guardipee-Hall  
                  Browning Public Schools

**From:**      Rebecca Rappold  
**Title:**      Interim Director of SpEd Svcs

**Subject:** **Contract Service Agreement: Physical Therapist 2023-2024**

**Description:** Recommend Robin Tachetti to provide Physical Therapy services for the 2023-2024 school year.

**Financial Impact:** \$ 79,900.00

**Funding Source (Budget/grant, etc.):** 115-76-456-2152-330-614

**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:** June 5, 2023

**Board Approval:** 6/28/23

**Contractor:** Robin Tachetti

**Phone:** 301-466-4202

**Address:** 1320 Hennessy Terrace

**City:** Sandy Spring

**State:** MD

**Zip:** 20860

**Type of Project/Service** (be specific): The Physical Therapist will conduct appropriate assessments via tele-therapy of referred students. Assesses through appropriate testing and diagnostic practices. Provides case management services for students entering the special education system. The P.T. will perform testing, diagnosis, write evaluations and therapy reports, conduct evaluation and IEP report meetings and maintain appropriate records to meet state and district requirements. The P.T. will follow the Browning Public Schools adopted 2023-2024 school year calendar, excludes identified BPS holidays and weekends. The P.T. will provide the district with appropriate proof of current licensure, and individual liability insurance, W-9. A 30-day notice is required for termination of contract for contractor or Browning Public Schools.

**Contracted Dates:** 08/21/23 to 05/30/24

Rate per hour/per day: \$85.00 x 30 hrs/week (940 hrs, not to exceed) = \$79,900.00

Per Diem/per day: \_\_\_\_ x \_\_\_\_ # of Days = \$ 0

Mileage: \_\_\_\_\_ = \$ 0

Other costs (explain): \_\_\_\_\_ = \$ 0

**Total Project Cost = \$79,900.00**

**Contract to be paid from:**

115-76-456-2160-330-614

**Independent Contractor:**

☒ Submit invoice monthly

☐ 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**

\_\_\_\_\_  
Rebecca Rappold  
**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