

Browning Public Schools
Board Agenda Request
Meeting To Be Held: February 15, 2023



- 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
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Date: 2/7/2023

To: Corrina Guardipee-Hall
 Superintendent of Schools

From: Rebecca Rappold
 Title: Director of Curriculum/Instruction

Subject: Contract Service Agreement: DeLaSalle Tutor SY 22-23

Description: Gaylene Henderson will provide ELA tutoring at DeLaSalle Blackfeet School for the 2022-2023 SY. Contractor will provide tutoring services for students in the subject of reading for the DeLaSalle Blackfeet School as part of the non-public school's participation in the ESEA federal grants programs administered through Browning Public Schools. Contractor will work a maximum of 40 hours/week. Timesheets will be submitted to direct building supervisor and BPS Supervisor-Rebecca Rappold weekly.

Financial Impact: **\$13,440.00** (\$21.00/hour @ up to 40 hours/week for 16 weeks +20% Fringe)
Extended Day Activities-Certified Tutor

Funding Source (Budget/grant, etc.): [Title I Part A Basic-115.48.420.1700.112.223](#)

Attachment(s): CSA

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: 2/7/23

Board Approval: 2/15/23

Contractor: Gaylene Henderson

Phone: _____

Address: _____

P.O. Box or Street Address

City State Zip

Type of Project/Service (be specific): Contractor will provide ELA tutoring for the remainder of the 2022-23 SY. Contractor will provide tutoring services for students in the subject of ELA for the DeLaSalle Blackfeet School as part of the non-public school's participation in the ESEA federal grants programs administered through Browning Public Schools. Contract will work a maximum of 40 hours/week. Timesheets will be submitted to direct building supervisor and BPS Supervisor-Rebecca Rappold weekly.

Contracted Dates: 2/15/23-6/8/23

Rate per hour/per day: \$21.00/hr x 40 x 16 weeks = \$13,440.00

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

Mileage: _____ miles @ _____ per mile = _____

Other costs (explain): _____ = _____

Total Project Cost = \$13,440.00

Contract to be paid from:

[115.48.420.1700.112.223 \(Title I Part A Basic\)](#)

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

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