

Browning Public Schools
Board Agenda Request
Meeting to Be Held: 5/14/19



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: 4/30/19

To: **Corrina Guardipee-Hall**
 Superintendent

From: Matthew Johnson
 Title: Director of Alternative Education

Subject: **Contract Service Agreement for Certified BAWAP Staff**

Description: Contract Service Agreement for Kelly McConaughy, non-certified staff, to provide services for the BAWAP Summer Program 2019.

Financial Impact: **\$1,104.00**

Funding Source: 126-65-170-1340-120

Attachment(s): Contract Service Agreement

Comments: _____

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

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

Date: April 22, 2019

Board Approval: _____

Contractor: Kelly McConoughy

Phone: _____

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

Type of Project/Service (be specific): Contractor for Blackfeet Academy Wilderness Adventure Program (BAWAP). Contractor will attend mandatory staff development activities and participate as a trip leader from June 3–June 20th, 2019 on (3) scheduled BAWAP Trips during this timeframe. A scheduled BAWAP Trip is defined as, and includes the following work schedule: Monday, Tuesday, Wednesday a from 9:00 am – 5:00 pm (packing for the trip and conducting outreach and recruitment to ensure there is a minimum of 15 youth participants) and Thursdays from 9:00 – 5:00 pm (Project based learning). Additionally, contractor will participate in three (3) after school trip prep meetings with students. Contractor will provide weekly timesheets to the Director of Alternative Education and maintain all required trip documentation.

Contracted Dates: 6/03/19 – 6/20/19

Rate per hour/per day: \$11.50 per hour x 32 hours per week x 3	=	<u>\$1,104.00</u>
Per Diem/per day: _____ x _____ # of Days	=	<u>N/A</u>
Mileage: _____ miles @ _____ per mile	=	<u>N/A</u>
Other costs (explain):	=	<u>\$</u>
Total Project Cost	=	<u>\$1,104.00</u>

Contract to be paid from:

126.65.170.1340.120
Impact Aid

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

Matthew Johnson, Director Alt Education
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.