

Browning Public Schools
Board Agenda Request
Meeting to Be Held: March 8, 2022



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: February 28, 2022

To: Corrina Hall Guardipee
 Superintendent

From: Everett Armstrong
 Title: Activities Director

Subject: Eekahkiimaht Afterschool Activities 2021-2022

Description: As the Browning Public Schools Activities Director, I am requesting to approve a contract service agreement for Jaysen TallWhiteman for the Eekahkimaht Afterschool Activities position.

 Jaysen TallWhiteman, Eekahkimaht Afterschool Activities

Financial Impact: \$5,100.00 (+ fringe)

Funding Source (Budget/grant, etc.): 126.64.170.1340.120

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: March 9, 2022

Board Approval: 3/8/22

Contractor: Jaysen TallWhiteman

Phone: _____

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

Browning MT 59417
City State Zip

Type of Project/Service (be specific): Contractor will provide services for the Ee Kah Ki Maht K-12 Afterschool Activities and Recreational Activities. The Contractor's will work 6 hours per day, Mon-Thurs from February 9, 2022 - June 30, 2022. Contractor will implement all activities of the Ee Kah Ki Maht Program. Contractor will help monitor students and activities. Contractor will assist in checking in youth as they arrive and as they check out at the site and make sure all students are picked up. Contractor will help set up the activity site and do activities with youth and always be engaged and willing to do physical fitness drills. Contractor will turn in timesheets as scheduled. Contractor will be under direct supervision of Eekahkimaht Supervisor Milyn Lazy Boy and Director of Student Activities and will be required to follow all standards for continued employment.

Contracted Dates: March 9, 2022 – June 30, 2022

Rate per hour/per day: \$13.00/ hour, 6 hours/dayx4 days/wk (16 weeks+ 1 day) = \$5,100.00

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

Mileage: _____ miles @ _____ per mile = N/A

Other costs (explain): Not to exceed total \$ amount = N/A

Total Cost per individual = \$5,100.00

Contract to be paid from:

126.64.170.1340.120

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

Everett Armstrong
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