

Browning Public Schools  
**Board Agenda Request**  
Meeting to Be Held: 12/17/18



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**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:**    12/7/15

**To:**        **Corrina Guardipee-Hall**  
                  Superintendent

**From:**    Sherie Blue  
                  Title:    Acting HR Director

**Subject:** **2018 New Teacher Mentor - BHS**

**Description:** Contract Service Agreement for Richard Hagberg to provide mentoring services for Meri Gobert a first year teacher.

**Financial Impact:** \$1,000.00

**Funding Source (Budget/grant, etc.):** Title I Grant OPI

**Attachment(s):** CSA

**Approval:** Superintendent's Office/Finance/Personnel as applicable (Initial) \_\_\_\_\_

**Comments:** \_\_\_\_\_

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**Board Action:**    N/A (Info)     Approved     Denied     Tabled to: \_\_\_\_\_

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

**Date:** December 6, 2018

**Board Approval:** December 17, 2018

**Contractor:** Richard Hagberg

**Phone:** \_\_\_\_\_

**Address:** \_\_\_\_\_  
P.O. Box or Street Address

Browning MT 59417  
City State Zip

**Type of Project/Service** (be specific): Will mentor new teacher in preparation and planning for the remainder of the school year.

**Contracted Dates:** 11/16/2018 - 5/30/2019

<b>Rate per year:</b> <u>\$1,000.00</u>	=	<u>\$1,000.00</u>
20 plus hours = \$250.00	=	<u>N/A</u>
40 plus hours = \$500.00	=	<u>N/A</u>
60 plus hours = \$1,000.00	=	<u>N/A</u>
<b>Total Project Cost</b>	=	<b><u>1,000.00</u></b>

**Contract to be paid from:**  
**115.90.494.2213.150.119**

**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**

Corrina Guardipee-Hall  
**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**