

Browning Public Schools  
**Board Agenda Request**  
Meeting to Be Held: 2/23/22



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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:**    2/17/22

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

**From:**    Everett Armstrong  
                    Title:    Activities Director

**Subject:** **CSA: Eekahkimaht Student Workers Afterschool Program 2021-2022**

**Description:** As the Browning Public Schools Activities Director, I am requesting to hire the following students for the Afterschool Eekahkimaht Program; December 15, 2021– June 3, 2022.

- + Cassidy Gallineaux-Day Rider, Afterschool Eekahkimaht (\$4,195.20)
- + Rebecca Connelly, Afterschool Eekahkimaht (\$4,195.20)
- + Ivan Red Horn, Afterschool Eekahkimaht (\$4,195.20)

**Financial Impact: \$12,585.60**

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

**Attachment(s):** Sample 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) 338-2708

**Date:** 2/15/22

**Board Approval:** 2/23/22

**Contractor:** Sample CSA

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

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

**Type of Project/Service** (be specific): Contractor will provide services for the Summer Ee Kah Ki Maht Afterschool and Recreational Activities. The Contractor will work Mon-Thur, 6 hours per day (4pm to 10pm) from January 24, 2022 – June 3, 2022. Contractor will be implementing all activities of the Ee Kah Ki Maht Program. Contractor will help schedule all afterschool activities that are planned and assist in checking in youth as they arrive each day and as they check out each day at every site on a daily basis. Contractor will do activities with youth and always be engaged and willing to do physical fitness drills. Contractor will be responsible for all gear that they are entrusted with and will be responsible for all lost and damaged gear. Contractor will be in charge of youth participants of the Ee Kah Ki Maht program. Contractor will need to turn in timesheets for themselves on a weekly basis. Contractor will be under direct supervision of Milyn Lazy Boy-Butterfly, and will provide assistance to the Director of Student Activities on an as needed basis. Contractor will be required to follow all standards for continued employment.

**Contracted Dates:** 1/24/22-6/3/2022

Rate per hour/per day: \$9.20 per hour x 16 hours a week for 19 weeks = 4,195.20  
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 Project Cost** = **\$4,195.20**

**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.