

Browning Public Schools
Board Agenda Request
Meeting to Be Held: 11/13/2018



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: 11/08/2018

To: **Corrina Guardipee Hall**
 Superintendent

From: Emorie Davis Bird
 Title: Human Resources Director

Subject: **Contract Service Agreement: Stipend**

Description: John Salois recommends a stipend for Randall Rivas, new high school Math teacher, for three (3) days that he worked in preparation and planning for his new classroom and getting acclimated to teaching the curriculum and other teaching related duties at BHS as well as shadowing Mr. Parente to learn Infinite Campus and.

Financial Impact: \$100.00 per day for x 3 days = \$300.00

Funding Source (Budget/grant, etc.): 201.60.150.1700.112

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) 338-3200

Date: November 8, 2018

Board Approval: November 13, 2018

Contractor: Randall Rivas

Phone: _____

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

Type of Project/Service (be specific): Contractor is a new Math teacher at BHS. In order for Mr. Rivas to learn the curriculum he would be teaching, he shadowed the regular Math teacher to become familiar with the math curriculum for three (3) days: October 31, November 1st and November 2, 2018, which helped the new teacher to also acclimate himself with the students and Infinite Campus and setting up the classroom, preparation and planning for the remainder of the year.

Contracted Dates: 10/31/18 through 11/02/18

Rate per hour/per day: \$100.00 X 3 days = \$300.00 = \$300.00

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

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

Other costs (explain): _____ = \$

Total Project Cost \$300.00

Contract to be paid from:

[201.60.150.1700.112](#)

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

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.