

Browning Public Schools
Board Agenda Request
Meeting to Be Held: 6/27/18



- 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: 5/31/18

To: **Board of Trustees**
 Browning Public Schools

From: Corrina Guardipee-Hall
Title: Superintendent

Subject: **Hiring: Summer EE Kah Ki MAHT Site Supervisor**

Description: Melanie Magee was hired as a weight room/gym conditioning trainer for Summer Ee Kah Ki Maht Program at the May 31, 2018 special board meeting. However, in order for Ms. Magee to be paid \$16.00/hr supervisor wages, I am asking the board to approve her hire as a Site Supervisor. will be responsible for gathering and submitting data for student statistics and reporting.

 Melanie Magee, Weight room/gym conditioning trainer/Site Supervisor (\$2,688.00)

Financial Impact: \$2,688.00

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

Attachment(s):

Comments: _____

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

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

Date: May 31, 2018 **Board Approval:** _____
Contractor: Melanie Magee **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 weightlifting at the Browning Middle School for grades 6th-8th as site supervisor. He will have one full day of First Aid/CPR training on June 3, 2018. The contractors time will run June 4-July 31 from 7:00am-1:00pm for grades 8-12. Schedule and times may change and will be adjusted according to what activities are that week. Contractor will be on time to all scheduled activities. Contractor will be in charge of several students and make sure they get to their events on time and as scheduled. Will do activities with them and always be engaged and willing to do physical fitness drills. Will be responsible for all gear that they are entrusted with and will be responsible for all lost and damaged gear. They will need to turn in timesheets for themselves to Director of Student Activities along with attendance rosters on a weekly basis and will be responsible to gather and submit data. Will be under direct supervision of Director of Student Activities and will be required to follow all standards for continued employment.

Contracted Dates: 6/4/18-7/31/18
 Rate per hour/per day: \$16.00 per hour X 8 hours a day X 21 days = \$2,688.00
 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 Project Cost = \$2,688.00

Contract to be paid from:
126.64.170.1340.120
EE KAH KI MAHT GRANT

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 _____
 Tony Wagner
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.