

Browning Public Schools
Board Agenda Request
Meeting to Be Held: 10/30/24



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: 09/25/24

To: Rebecca Rappold
 Superintendent

From: Heidi Bullcalf
 Title: Director of Alternative Education

Subject: **Certified Ee-Kah-Ki-Maht After-School Program Assistants 20024-2025 SY**

Description: Request Contract Service Agreements for Certified Ee-Kah-Ki-Maht After-School Program Assistants November 4, 2024 – May 30, 2025:

- Andrea Sangray
- Cheri Larson
- Angel Marceau

Financial Impact: **\$38,304.00** (4 hours/day x 152 days x \$21.00/hr = \$12,768 x 3 certified employees)
"Per the Temporary Compensation salary Schedule 10/25/23"

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

Attachment(s): Contract Service Agreement

Approval: Superintendent's Office/Finance/Personnel as applicable (Initial) _____

Comments: _____

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

CONTRACT SERVICE AGREEMENT
(406) 338-2715 • (406) 338-2708

Date: 10/1/24

Board Approval: 10/8/24

Contractor: Sample CSA

Phone: _____

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

Type of Project/Service (be specific): Contractor will provide structured recreational activities for students during work hours. Contractor will help schedule all after-school activities 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 complete activities with youth and always be engaged and willing to do physical fitness drills. Contractor will be responsible for all gear they are entrusted with and be responsible for all lost and damaged gear. Contractor will provide assistance to the Student Activities Coordinator on an as-needed basis and be in charge of youth participants of the Ee-Kah-Kii-Maht Program. Contractor will turn in time sheets for themselves on a weekly basis. Contractor will be under the supervision of Heidi BullCalf and will be required to follow all standards for continued employment.

Contracted Dates: 11/4/24 Through 5/30/25

Rate per hour/per day: \$21.00 per hour x 608 hours = \$12,768.00

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 = **\$12,768.00**

Contract to be paid from:

126.64.170.1340.120

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

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.