

BROWNSBORO INDEPENDENT SCHOOL DISTRICT

CONSULTANT SERVICE CONTRACT

The Brownsboro Independent School District, hereinafter referred to as "District," and independent contractor, _____, hereinafter referred to as "Consultant," enter into a contract on this the ___ day of _____ for the provision of consultant services.

1. District agrees to engage Consultant, and Consultant agrees to perform personally, in a manner satisfactory to District, the following services:

(Describe the services to be performed in this space including the days/hours to be worked, the service to be performed and any other specific requirements of the engagement.)

2. Unless discontinued earlier by District, the services are to be performed at the following times and places:

(Describe the days/hours to be worked and the location where the work will take place.)

District agrees to pay Consultant a fee of \$ _____ per hour, per day, or flat fee *[circle one]* for a total fee not to exceed \$ _____, as compensation for services rendered, plus allowance expenses for transportation, lodging, meals, and materials, upon submission of appropriate receipts for such expenses. **All reimbursements for expenses associated with consultant services shall be made in accordance with the BISD TRAVEL EXPENSE GUIDELINES FOR CONSULTANT SERVICES. Consultant shall not be paid in advance.**

This agreement shall be in effect from _____ to _____, unless terminated by either party at any time, with or without cause. In the event of termination by District or Consultant prior to completion of the contract, compensation shall be prorated on the basis of hours actually worked, and Consultant shall only be entitled to receive just and equitable compensation for any satisfactory work completed and expenses incurred up to the date of termination.

Consultant may not assign this contract to a third party without the written consent of the District. Consultant must conduct a criminal background check, at the Consultant's expense, of all employees employed under this contract, except District employees.

Consultant is not an employee of District, and is not entitled to fringe benefits, pension, workers compensation, retirement, etc. District shall not deduct Federal income taxes, FICA (Social Security), or any other taxes required to be deducted by an employer, as this is the responsibility of Consultant.

Consultant agrees to hold District harmless from any and all liability incurred by District by reason of Consultant's negligence or breach of contract, including, without limitation, damages of every kind and nature, out-of-pocket costs, and legal expenses.

IN WITNESS WHEREOF, Brownsboro Independent School District and Consultant have executed this contract, effective the date first herein written.

BROWNSBORO INDEPENDENT SCHOOL DISTRICT

By: _____
Superintendent or designee

Date: _____

CONSULTANT --

By: _____

Date: _____

Social Security/Federal Tax ID Number: _____

Signature of BISD Staff Contact Person: _____

Phone Number: _____

Date of Board approval: _____
(for contracts of \$50,000 or more)