

Browning Public Schools
Board Agenda Request
Meeting To Be Held: August 8, 2017



Recognition: ☐ Students ☐ Staff ☐ Parents
Information: ☐ Building Report ☐ Old Business ☐ Superintendent's Report
Action: ☐ Resignations ☒ 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: July 27, 2017

To: Corrina Guardipee-Hall
 Superintendent of Schools

From: Human Resource Dept
Title:

Subject: Hiring Teacher Assistant-BES

Description: Jennifer Lafromboise Wagner, Browning Elementary Principal, is recommending the following individuals for the Teacher Assistant Position.

✚ Lydell Whiteman, Teacher Assistant, L2/SP, \$14.19

Financial Impact: Per Classified Labor Agreement

Attachment(s): Hiring Selection Reports

Superintendent Action: ☐ Approved ☐ Denied ☐ Deferred Initial & date: _____

Comments: _____

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



Browning Public Schools Hiring Selection Report

| | | | |
|---|---|--|--|
| Position Teacher Assistant | | Applicant Recommended Lydell Whiteman | |
| Department/Location Browning Elementary | | Supervisor Jennifer Lafromboise Wagner | |
| Type of Position Classified | Starting Date August 22, 2017 | Term 2017-2018 School Year | |

| | | |
|-------------------|-------------------------------|-------------------------------|
| Recruiting | Date Posted: 5/22/2017 | Closing Date: 6/5/2017 |
| Comments: | | |

| Applicants | | | | | |
|-------------------|-------------------------------------|---------------------------------|---------------------------------|------------------|------------------|
| No. | Name (Alphabetical by Last Name) | Date Application Received | Minimum Requirements Met? | Date Interviewed | Final Ranking |
| | Augare, Beth | | Yes | 6/20/2017 | |
| | Deroche, Donelle | | Yes | 6/20/2017 | |
| | Grant, Miranda | | Yes | 6/20/2017 | |
| | Ingraham, Marnessa | | Yes | 6/20/2017 | |
| | Whiteman, Lydell | | Yes | 6/20/2017 | |

| Interview Committee | | | |
|----------------------------|-------------------------|------|-------|
| Name | Title | Name | Title |
| Kari Mckay | BES Assistant Principal | | |
| Jill Mad Man | BES Attendance Aide | | |
| Brittney Burns | BES Teacher Assistant | | |

Recommendation: Lydell possess the necessary requirements and the knowledge to perform the duties. We feel he is a great choice for the position.

| Pre-Employment Requirements | Date Initiated | Completed? (Y)es (N)o | Results Received (Negative = OK) |
|------------------------------------|----------------|--------------------------|-------------------------------------|
| Drug test | 7/20/2017 | Yes | Ok |
| Criminal background check | 7/11/2017 | Yes | Ok |
| TB documentation | 7/12/2017 | Yes | ok |

| | | |
|----------------------------|--------------------------------|---------------------------|
| Salary: \$14.19/hr. | Placement: <u>L2/SP</u> | Contract Days: 189 |
|----------------------------|--------------------------------|---------------------------|

Prepared by: Sherie Blue Date **07/27/2017** Approved by: _____ Date: _____