

Browning Public Schools  
**Board Agenda Request**  
Meeting To Be Held: September 5, 2018



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**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

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**Date:**      September 4, 2018

**To:**          Corrina Guardipee-Hall  
                    Superintendent of Schools

**From:**      Emorie Davis Bird  
**Title:**        Director of Human Resources

**Subject: Hiring: Football Coach/BMS 2018-2019 Sport Season**

**Description:** Tony Wagner, Director of Student Activities, is recommending the following for hire for the 2018-2019 sports season:

👤 Elizabeth Coleman, Football Coach, Middle School, (Exp: 0), \$860.00

**Financial Impact:** Extra-Curricular Salary Schedule

**Attachment(s):** Hiring Selection Report

**Superintendent Action:**   ☐ Approved ☐ Denied    ☐ Deferred    Initial & date: \_\_\_\_\_

**Comments:** \_\_\_\_\_

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



## Browning Public Schools Hiring Selection Report

Position <b>Football Coach</b>		Applicant Recommended <b>Elizabeth Coleman</b>	
Department/Location <b>Middle School</b>		Supervisor <b>Ansel Traynor/Tony Wagner</b>	
Type of Position <b>Extra-Curricular</b>	Starting Date <b>TBD</b>	Term <b>2018-2019 Sport Season</b>	

<b>Recruiting</b>	Date Posted: 8/2/2018	Closing Date: Open Until Filled
Comments: No interviews per policy #5120, Selection Process, Exceptions:		
Exceptions: The competitive selection process may be unnecessary in the following circumstances: A. Coaches and sponsors having preference as provided under the above section, Preferences, paragraph 3(A). <b>B. Only one applicant is qualified and meets eligibility requirements and further recruiting is impractical.</b> C. The applicant is part of a general pool of temporary workers including substitutes from which supervisors may select and employ as needed. This exception does not apply to temporary employees or short-term workers to be hired for summer work.		

<b>Applicants</b>				
No.	Name (Alphabetical by Last Name)	Date Application Received	Minimum Requirements Met?	Date Interviewed
	Gallineaux, Steven	08/27/2018	Yes	NA
	Kipp, Scott	8/9/2018	Yes	NA
	Old Chief, David	8/21/2018	Yes	NA

<b>Interview Committee</b>			
Name	Title	Name	Title
NA			

<b>Recommendation:</b> Mrs. Coleman has a very good working relationship with the students at BMS. She is respected by both 7th and 8th grade students and can help with any behavioral issues that may arise on the team.			
Pre-Employment Requirements	Date Initiated	Completed? (Y)es (N)o	Results Received (Negative = OK)
Drug test	On file	yes	Ok
State & Federal Criminal background check	On file	yes	Ok
Tribal Background check	NA	NA	NA
TB documentation	On file	yes	Ok

Salary: \$860.00	Placement: Exp: 0	Contract Days: 8/20/18-10/13/18
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Prepared by: Sherie Blue Date 09/04/2018 Approved by: \_\_\_\_\_ Date: \_\_\_\_\_