

Browning Public Schools
Board Agenda Request
Meeting To Be Held: September 12, 2023



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: September 5, 2023

To: Corrina Guardipee-Hall
Superintendent

From: Beverly Sinclair
Title: Human Resources Director

Subject: Professional Technical Contract for Finance Assistant 2023-2024

Description: Corrina Guardipee-Hall has approved the transfer of Sasheen Campbell from accounts payable to the Finance Assistant. Because this is a professional technical position and is not under the classified pay scale, a contract needs to be approved by the Board. Request approval of 260-day contract for \$55,000 prorated for 195 days.

Financial Impact: \$41,246 (prorated for 195 days from \$55,000)

Funding Source (Budget/grant, etc.): 126.90.160.2500.111 (75%); 226.90.160.2500.111 (25%)

Attachment(s): N/A

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

Comments: _____

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