

Browning Public Schools
Board Agenda Request
Meeting To Be Held: September 3, 2021



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: September 1, 2021

To: Corrina Guardipee-Hall
Superintendent of Schools

From: John E. Salois
Title: Director of Human Resources

Subject: Hiring: Site Supervisor-Child Nutrition 2021-2022

Description: Lynnette Keenan, Child Nutrition Director, is recommending the following for hire:

 Jamie Albert, Child Nutrition Site Supervisor

Financial Impact: Salaried amount \$42,000.00 Professional Technical (amount to be pro-rated for late start)

Attachment(s): Hiring Selection Report

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

Comments: _____

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



Browning Public Schools Hiring Selection Report

Position Site Supervisor-Child Nutrition		Applicant Recommended Jamie Albert	
Department/Location Food Service		Supervisor Lynnette Keenan	
Type of Position Professional Technical	Starting Date September 7, 2021	Term 2021-2022 school year	

Recruiting: Date Posted: 9/14/2020

Closing Date: Open Until Filled

Comments:

No.	Applicants Name (Alphabetical by Last Name)	Date Application Received	Minimum Requirements Met?	Date Interviewed
	Shanna Little Dog-Leon		Yes	8/11/21
	Jamie S. Albert		Yes	8/11/21
	Laura Vaile		Yes	8/11/21
	Britney Racine		Yes	8/11/21
	Deanne Calftail		Yes	8/11/21

Yes

Interview Committee		Title	Name	Title
Lynne Keenan	Director Food Services			
Dixie Guardipee	Facilities Secretary			
Maureen Stott	SPED Director			

Recommendation: Jamie has several years of experience with management skills and has worked in the food service field and she has ordering skills for large quantities of products. She will be an asset to the food service department.

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	On file	Yes	Ok

Salary: Salaried at \$42,000.00 (amount to be pro-rated for late start) Placement: Prof. Tech Contract Days: 260

Prepared by: John Salois Date 8/30/2021 Approved by: _____ Date: 9/1/21