

Browning Public Schools
Board Agenda Request
Meeting To Be Held: January 25, 2017



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: January 13, 2017

To: **John Rouse**
 Superintendent of Schools

From: Jason Andreas
Title: HR Director

Subject: Hire Maintenance positions for the 2016-2017 Fiscal Year:

Description: Richard Sanchez, Maintenance Supervisor, recommends the following hire:

✚ Nelson Running Crane, Maintenance-Skilled Electrical, Maintenance, L4/SP, \$16.21/hr.

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 Maintenance Skilled-Electrical		Applicant Recommended Nelson Running Crane	
Department/Location Maintenance		Supervisor Richard Sanchez	
Type of Position Classified	Starting Date 01/27/2017	Term 2016-2017 Fiscal Year	

Recruiting	Date Posted: 11/10/2016	Closing Date: Open Until Filled
Comments:		

Applicants				
No.	Name (Alphabetical by Last Name)	Date Application Received	Minimum Requirements Met?	Date Interviewed
	Running Crane, Nelson	12/27/2016	Yes	1/10/2017

Interview Committee			
Name	Title	Name	Title
Richard Sanchez	Maintenance Supervisor		
Calvin Racine	Maintenance Skilled Technician		
Dixie Guardipee	Facilities Secretary		

Recommendation: Nelson's knowledge and years of experience as an electrical journeyman will help us extensively in every line of work at maintenance.

Pre-Employment Requirements	Date Initiated	Completed? (Y)es (N)o	Results Received (Negative = OK)
Drug test	1/6/2017	Yes	Ok
Criminal background check	1/11/2017	Yes	Ok
TB documentation	12/29/2016	Yes	Ok

Salary: \$16.21/hr	Placement: <u>L4/SP</u>	Contract Days: 260
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Prepared by: Sherie Blue Date 1/13/2017 Approved by: _____ Date: _____