

Browning Public Schools
Board Agenda Request
Meeting To Be Held: September 27, 2018



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 18, 2018

To: Corrina Guardipee-Hall
 Superintendent of Schools

From: Emorie Davis Bird
Title: Director of Human Resources

Subject: Hiring: Home School Coordinator-WBH

Description: Matthew Johnson, Director of Alternative Education, is recommending the following hire:

✚ Lacey Salois, Home School Coordinator, William Buffalo Hide Academy, (L3/SP), \$16.15/hr.

Financial Impact: 2018-2021 Classified Labor Agreement

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 Home School Coordinator | | Applicant Recommended Lacey Salois | |
| Department/Location William Buffalo Hide Academy | | Supervisor Matthew Johnson | |
| Type of Position Classified | Starting Date 10/1/2018 | Term | |

| | | |
|-------------------|-------------------------------|--|
| Recruiting | Date Posted: 8/24/2018 | Closing Date: Open Until Filled |
| Comments: | | |

| No. | Applicants Name (Alphabetical by Last Name) | Date Application Received | Minimum Requirements Met? | Date Interviewed |
|-----|--|---------------------------------|---------------------------------|------------------|
| | McClintock, Gretchen | 9/5/2018 | Yes | 9/13/18 |
| | Salois, Lacey | 8/31/2018 | Yes | 9/13/18 |
| | Tailfeathers, Jenny Jo | 8/27/2018 | Yes | 9/13/18 |
| | Whitegrass, Karleen | 9/5/2018 | Yes | 9/13/18 |
| | Wippert, Kimberly | 8/28/2018 | Yes | 9/13/18 |

| Interview Committee | Title | Name | Title |
|---------------------|-----------------------------------|------|-------|
| Matthew Johnson | Director of Alternative Education | | |
| Melanie Magee | GEAR UP Coordinator | | |
| Charles Speicher | WBHS Counselor | | |

Recommendation: Lacey has extensive experience as a substitute, secretary, and teacher. She also has YMHA training and social work experience at BCC and in the community. Lacey has experience with Infinite Campus and she conducted an excellent interview.

| 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 | N/A | No | N/A |
| TB documentation | On file | yes | Ok |

| | | |
|----------------------------|-------------------------|---------------------------|
| Salary: \$16.15/hr. | Placement: L3/SP | Contract Days: 189 |
|----------------------------|-------------------------|---------------------------|

Prepared by: Sherie Blue Date 09/18/2018 Approved by: _____ Date: _____