

Browning Public Schools
Board Agenda Request
Meeting To Be Held: September 7, 2016



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 2, 2016

To: **John Rouse**
Superintendent of Schools

From: Jason Andreas
Title: HR Director

Subject: Hiring of Certified Elementary positions for the 2016-2017 Academic Year:

Description: KW/VC Principal, Tonia Tatsey, recommends the following hire for the 2016-2017 school year:

🚩 Tara Wilkins, Special Education Teacher, KW Bergan, BA/2, \$35,318.00 (pro-rated)

Financial Impact: Per Master Contract

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 Special Education Teacher		Applicant Recommended Tara Wilkins	
Department/Location KW Bergan		Supervisor Tonia Tatsey	
Type of Position Certified	Starting Date 09/08/2016	Term 2016-2017 Academic Year	

Recruiting	Date Posted: 03/04/2016	Closing Date: Open Until Filled
Comments:		

Applicants					
No.	Name (Alphabetical by Last Name)	Date Application Received	Minimum Requirements Met?	Date Interviewed	Final Ranking
1	Wilkins, Tara	8/30/2016	yes	9/2/2016	1

Interview Committee			
Name	Title	Name	Title
Tonia Tatsey	KW/Vina Principal		
Jill Mattingly	Napi Asst. Principal		

Recommendation: Tara is being recommended due to her wealth of experience in special education and understanding the needs of the population. She was big on communicating with the parents to help support students and build relationships. She is sensitive to the needs of students in regards to discipline. She also has extensive experience in supporting students and teachers in the regulation education classroom.

Pre-Employment Requirements	Date Initiated	Completed? (Y)es (N)o	Results Received (Negative = OK)
Drug test	Pending upon arrival	No	Ok
Criminal background check	Pending upon arrival	No	Ok
TB documentation	Pending up on arrival	No	Ok

Salary: \$35,318 (pro-rated)	Placement: <u>BA/2</u>	Contract Days: 176
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Prepared by: Sherie Blue Date 09/02/2016 Approved by: _____ Date: _____