

Browning Public Schools
Board Agenda Request
 Meeting To Be Held: September 12, 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: September 6, 2017

To: Corrina Guardipee Hall
 Superintendent of School

From: Emorie Davis Bird
 Human Resources Director

Subject: Substitute Eligibility Roster 2017-2018

Description: The substitute list is generated from our Personnel Management System and shows all eligible substitute teachers and temporary substitutes.

To provide substitutes for our schools, we will sponsor one teacher workshop per year (August) and utilize a taping of the sub workshop to generate more classroom subs. Right to Know Workshops for Custodian and Food Service substitutes, Food Handlers Workshop for Food Service Workers and assistant in obtaining CDLs for Bus Drivers are also provided. Those who complete the training, paperwork, TB test, background check, drug & alcohol testing are added to the list. Some who sign up, however, choose not to substitute or find regular jobs. In order to maintain the list, the Personnel Department has sent notices to all who were on the list requesting they return the notice if they wished to continue on our substitute list. The attached list indicates those that have returned the notice requesting to remain on the substitute list. We will be updating our list from time to time as new substitutes become eligible. Substitutes are paid according to the Temporary Compensation Plan. Adopted by the Board of Trustees.

Funding Source (Budget/grant, etc.): Salaries, benefits, and payroll costs to be charged against budgets for respective building/department/program/grant as applicable.

Attachment(s): 2017-2018 Substitute/Temporary List
 New to list:

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

Comments: _____

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

Last Name	First Name	Phone #	Approved Subbing Location	Need Physical Screening
Big Knife	Kendra	845-8571	Teacher/TA at KW/Vina, BES, Napi, BMS, and BHS	Maintenance, Cook, Custodian
Butterfly	Byron	845-9864	Maintenance and Custodian	
Butterfly	Brad	845-9863	Maintenance, Cook, and Custodian	
Cummins	Anson	845-2963	Teacher/TA at KW/Vina, BES, Napi, BMS, BHS, Bus Driver, Cook, Custodian	
DeCarlo	Latoya	845-9765	Teacher/TA at Child Care, KW/Vina, BES, Napi, BMS, BHS, Alternative Education, Glendale Colony Big Sky Colony, Bus Driver, Security Patrol Officer, Warehouse Supply Clerk, Clerical, and Extra-Curricular	
LaBuff	Marge	338-2077	Cook, Custodian, Warehouse Supply Clerk, and Clerical	
Makes Cold Weather Jr.	Jack	845-9416	Custodian	
Marceau	Penny	845-5869	Teacher/TA at KW/Vina, BES, Napi, BMS, BHS, Cook, and Clerical	
McClure III	John	338-7691	Teacher/TA at BMS and BHS	
Old Chief	Chalina	845-6084	Teacher/TA at Child Care, KW Vina, BES, and Napi	Cook
Upham	Gala	470-0177	Teacher/TA at BMS, BHS, Warehouse Supply Clerk, and Extra-Curricular	