

Browning Public Schools  
**Board Agenda Request**  
 Meeting To Be Held: September 30, 2020



- 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 22, 2020  
**To:**              Corrina Guardipee Hall  
                          Superintendent of School  
**From:**           John E. Salois  
                          Human Resources Director

**Subject: Substitute Eligibility Roster 2020-2021**

**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, Substitute Workshop Facilitators will conduct Substitute Teaching workshops Ms. Wilson will facilitate future trainings/sub workshops to be used throughout the school year. Trainings will consist of preparing, presenting, recording, editing, and finalizing workshops 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, 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 Human Resources 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):** 2020-2021 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: \_\_\_\_\_

<b>Last Name</b>	<b>First Name</b>	<b>Phone #</b>	<b>Approved Subbing Location</b>
Calf Looking	Lydell	450-4844	Custodian
Chief Calf	Tiffany	845-2653	Teacher, TA, PCA
Comes At Night Sr.	Donald	450-5600	Teacher, TA, Child Care, PCA, Cook, Custodian, Maintenance, Security Patrol, Extracurricular Activities
Crawford	Rebecca	338-2488	Teacher, Cook, Secretary
Crowshoe	Anita	229-1008	Teacher
Gallagher Horn	Molly	845-3746	Teacher, TA, Child Care, Cook, Custodian, Secretary, Radio Operator, Warehouse Supply Clerk, Extracurricular Activities
Old Chief	David	845-8881	Cook, Custodian, Extracurricular Activities
Skunk Cap Jr.	Gayle	845-8032	Bus Driver, Radio Operator, Extracurricular Activities
White	Judith	450-8175	Teacher, Secretary, Security Patrol, Extracurricular Activities