

Browning Public Schools  
**Board Agenda Request**  
Meeting To Be Held: May 9, 2017



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**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

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**Date:**      May 2, 2017

**To:**          **John Rouse**  
                    Superintendent of Schools

**From:**      Tony Wagner  
                    Title:      Human Resources Director

**Subject: Hiring-Track Coach 2016-2017 Sport Season**

**Description:** Tony Wagner, Activities Director, recommends the following individual for the Elementary coaching position for the 2016-2017 Sports Season.

🚩 Heidi Running Wolf, Track Coach, Napi Elementary, Exp: 0, \$430.00

**Financial Impact:** Per Extra-Curricular Salary schedule

**Attachment(s):** none.

**Approval:** Superintendent's Office/Finance/Personnel as applicable (Initial) \_\_\_\_\_

**Comments:** \_\_\_\_\_

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**Board Action:**    N/A (Info)       Approved       Denied       Tabled to: \_\_\_\_\_



## Browning Public Schools Hiring Selection Report

Position <b>Track Coach</b>		Applicant Recommended <b>Heidi Running Wolf</b>	
Department/Location <b>Napi Elementary</b>		Supervisor <b>Matthew Swenson</b>	
Type of Position <b>Extra-Curricular</b>	Starting Date <b>ASAP</b>	Term <b>2017-2018 Sports Season</b>	

<b>Recruiting</b>	Date Posted:	Closing Date:
Comments: Emergency hire. Current Track coach is resigned on short notice.		

<b>Applicants</b>				
No.	Name (Alphabetical by Last Name)	Date Application Re- ceived	Minimum Re- quirements Met?	Date Interviewed
	Running Wolf, Heidi		Yes	

<b>Interview Committee</b>			
Name	Title	Name	Title
N/A			

**Recommendation:** Heidi Running Wolf has been hired as the new track coach for the fourth/fifth/sixth grade track team at NAPI Elementary School. She has proven experience working under her husband who is the junior high track coach. The two will work together and have the middle school students mentor the younger athletes on the skills of running and field events. Heidi is exactly what we are looking for in committing to practice every school day and in providing valuable coaching while addressing safety in the long-distance races and discus and shot putt field events. Very excited to have hired her per the school board's approval.

Pre-Employment Requirements	Date Initiated	Completed? (Y)es (N)o	Results Received (Negative = OK)
Drug test	9/26/2016	Yes	ok
Criminal background check	10/7/2016	Yes	ok
TB documentation	10/13/2016	Yes	ok

Salary: \$430.00	Placement: <u>Exp: 0</u>	Contract Days:
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Prepared by: Sherie Blue Date 5/5/2017 Approved by: \_\_\_\_\_ Date: \_\_\_\_\_

**BOARD AGENDA REQUEST**