

Browning Public Schools
Board Agenda Request
Meeting To Be Held: August 31, 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: August 24, 2016

To: **John Rouse**
 Superintendent of Schools

From: Jason Andreas
Title: HR Director

Subject: Hiring of Napi Elementary Teacher for the 2016-2017 Academic Year:

Description: Sicily Bird, Napi Principal, recommends the following hire for the 2016-2017 SY:

👤 Leigh Atwell, Classroom Teacher, Napi Elementary, BA/0, \$33,357.00 (pro-rated from \$34,654)

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 Classroom Teacher		Applicant Recommended Leigh Atwell	
Department/Location Napi Elementary		Supervisor Sicily Bird	
Type of Position Certified	Starting Date TBD	Term 2016-2017 School Year	

Recruiting	Date Posted: 6/22/2016	Closing Date: Open Until Filled
Comments:		

Applicants					
No.	Name (Alphabetical by Last Name)	Date Application Received	Minimum Requirements Met?	Date Interviewed	Final Ranking
	Atwell, Leigh	5/12/2016	Yes	8/24/2016	

Interview Committee			
Name	Title	Name	Title
Sicily Bird	Principal		
Jill Mattingly	Assistant Principal		
Jack Parrent	Counselor		

Recommendation: Mr. Atwell presented knowledge regarding instructional frameworks and the importance of providing students will opportunities to practice literacy skills. He is familiar with the community and excited about educating students. A positive reference was also provided by his supervising student teacher mentor. His background in secondary science will also be strength to his students.

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

Salary: \$33,357.00 (pro-rated from \$34,654.00)	Placement: BA/0	Contract Days: 180
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Prepared by: Sherie Blue Date **08/23/2016** Approved by: _____ Date: _____