

Browning Public Schools  
**Board Agenda Request**  
Meeting To Be Held: May 8, 2018



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**Recognition:**    Students                       Staff                       Parents  
**Information:**    Building Report               Old Business               Superintendent's Report  
**Action:**         Resignations                       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 1, 2018

**To:**            Corrina Guardipee-Hall  
                    Superintendent of Schools

**From:**        Emorie Davis Bird  
**Title:**        Director of Human Resources

**Subject: Hiring: Napi Elementary Track Coach 2017-2018**

**Description:** Tony Wagner, Director of Student Activities, is recommending the following individual for hire for the 2017-2018 sports season:

✚ Kendra Big Knife, Track Coach-Napi Elementary \$430.00 (Exp: 0)

**Financial Impact:** Extra-Curricular Salary Schedule

**Attachment(s):** Hiring Selection Report

**Superintendent Action:**    Approved  Denied     Deferred    Initial & date: \_\_\_\_\_

**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>Kendra Big Knife</b>	
Department/Location Napi Elementary School		Supervisor Carson Bryant/Tony Wagner	
Type of Position Extra-Curricular	Starting Date TBD	Term 2017-2018 Sports Season	

**Recruiting**      Date Posted: 2/28/2018      Closing Date: Open Until Filled

Comments: No interview needed per district policy #5120:  
**Selection Process, section C.** Exceptions: The competitive selection process may be unnecessary in the following circumstances:  
 A. Coaches and sponsors having preference as provided under the above section, Preferences, paragraph 3(A).  
 B. **Only one applicant is qualified and meets eligibility requirements and further recruiting is impractical.**  
 C. The applicant is part of a general pool of temporary workers including substitutes from which supervisors may select and employ as needed. This exception does not apply to temporary employees or short-term workers to be hired for summer work. The superintendent is directed to establish and implement procedures to carry out this policy.

No.	Applicants Name (Alphabetical by Last Name)	Date Application Received	Minimum Requirements Met?	Date Interviewed
	Big Knife, Kendra			
	Wilson, Genevieve			

Interview Committee	Title	Name	Title
N/A			

**Recommendation:** Kendra Big Knife successfully coached a team during our girls' basketball season. She has proven to be reliable and skillful at building positive relationships with the students. I believe she will make an excellent coach for our track season as well.

Pre-Employment Requirements	Date Initiated	Completed? (Y)es (N)o	Results Received (Negative = OK)
Drug test	On file	yes	Ok
Criminal background check	On file	yes	Ok
Tribal background check	On file	yes	Ok
TB documentation	on file	Yes	Ok

Salary: \$430.00      Placement: Exp: 0      Contract Days: 1/8/18-2/17/18

Prepared by:     Sherie Blue          Date 5/2/18      Approved by: \_\_\_\_\_      Date: \_\_\_\_\_