

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



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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:** August 24, 2016

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

**From:** Jason Andreas  
**Title:** HR Director

**Subject:** Hiring Elementary positions for the 2016-2017 Academic Year:

**Description:** Carrie Hirst, Director of Child Care, recommends the following hire:

🚦 Debbie Ground, Part-Time Child Care Aid I, Child Care Program, L1/SP, \$10.97/hr.

**Financial Impact:** As per Classified Master Agreement

**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<br><b>Part Time Child Care Aide I</b>   |                                    | Applicant Recommended<br><b>Debbie Ground</b> |  |
| Department/Location<br><b>Child Care Program</b> |                                    | Supervisor<br><b>Carrie Hirst</b>             |  |
| Type of Position<br><b>Classified</b>            | Starting Date<br><b>09/01/2016</b> | Term<br><b>2016-2017 School Year</b>          |  |

|                   |                        |                                 |
|-------------------|------------------------|---------------------------------|
| <b>Recruiting</b> | Date Posted: 05/6/2016 | Closing Date: Open Until Filled |
| Comments:         |                        |                                 |

| No. | Applicants Name<br>(Alphabetical by Last Name) | Date<br>Application<br>Received | Minimum<br>Requirements<br>Met? | Date Interviewed | Final<br>Ranking |
|-----|--|---------------------------------|---------------------------------|------------------|------------------|
|     | Augare, JoAnne                                 | 5/27/2016                       | Yes                             | 8/15/2016        | 5                |
|     | Bull Calf, Ashley                              | 8/1/2016                        | Yes                             | No show          |                  |
|     | Cobell, Raven                                  | 6/21/2016                       | Yes                             |                  |                  |
|     | Deroche, Jeaneana                              | 8/31/2016                       | Yes                             |                  |                  |
|     | Ground, Debbie                                 | 8/3/2016                        | Yes                             | 8/15/2016        | 3                |
|     | Last Star, Terri Jo                            | 8/21/2016                       | Yes                             |                  |                  |
|     | Lazy Boy, Milyn                                | 7/27/2016                       | Yes                             | 8/15/2016        | 2                |
|     | Racine, Brittney                               | 5/16/2016                       | Yes                             | 8/15/2016        | 1                |
|     | Vaile, Kourtney                                | 5/20/2016                       | Yes                             | 8/15/2016        | 4                |
|     | Wall, Marnessa                                 | 8/21/2016                       | Yes                             |                  |                  |
|     | Wells, Ram                                     | 7/27/2016                       | yes                             |                  |                  |

| Interview Committee |                        | Title | Name | Title |
|---------------------|------------------------|-------|------|-------|
| Carrie Hirst        | Child Care Director    |       |      |       |
| Malana Grant        | Child Care Aide II     |       |      |       |
| Rose Racine         | Accounts Payable Clerk |       |      |       |

**Recommendation:** Debbie is recommended due to her years of experience in working with young children and she demonstrated a strong desire to educate young children.

| Pre-Employment Requirements | Date Initiated | Completed?<br>(Y)es (N)o | Results Received<br>(Negative = OK) |
|-----------------------------|----------------|--------------------------|-------------------------------------|
| Drug test                   | 8/16/2016      | Yes                      | Ok                                  |
| Criminal background check   | 8/16/2016      | Yes                      | Ok                                  |
| TB documentation            | 8/22/2016      | Yes                      | Ok                                  |

|                     |                         |                    |
|---------------------|-------------------------|--------------------|
| Salary: \$10.97/hr. | Placement: <u>L1/SP</u> | Contract Days: 189 |
|---------------------|-------------------------|--------------------|

Prepared by: Sherie Blue Date 08/23/2016 Approved by: \_\_\_\_\_ Date: \_\_\_\_\_