

Browning Public Schools
Board Agenda Request
Meeting To Be Held: January 25, 2017



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: January 13, 2017

To: **John Rouse**
 Superintendent of Schools

From: Jason Andreas
Title: HR Director

Subject: Hire Maintenance positions for the 2016-2017 Fiscal Year:

Description: Richard Sanchez, Maintenance Supervisor, recommends the following hire:

✚ Marvin Mad Plume, Maintenance Assistant, Maintenance, L2/SP, \$13.09/hr.

Financial Impact: Per Classified Labor Agreement

Attachment(s): Hiring Selection Reports

Superintendent Action: Approved Denied Deferred Initial & date:

Comments: _____

Board Action: N/A (Info) Approved Denied Tabled to: _____



Browning Public Schools Hiring Selection Report

Position Maintenance Assistant		Applicant Recommended Marvin Mad Plume	
Department/Location Maintenance		Supervisor Richard Sanchez	
Type of Position Classified	Starting Date 01/26/2017	Term 2016-2017 Fiscal Year	

Recruiting Date Posted: n/a Closing Date: n/a

Comments: Interviews not conducted. Please reference Board Policy 5120, 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.

Applicants					
No.	Name (Alphabetical by Last Name)	Date Application Received	Minimum Requirements Met?	Date Interviewed	Final Ranking
N/A					

Interview Committee			
Name	Title	Name	Title
N/A			

Recommendation: Marvin has been in the position for about 2 months and knows the job well; therefore I will not need to train him. Marvin is dependable and very helpful. He is always ready to help wherever necessary.

Pre-Employment Requirements	Date Initiated	Completed? (Yes (N)o	Results Received (Negative = OK)
Drug test	12/11/2015	Yes	Ok
Criminal background check	12/10/2015	Yes	Ok
TB documentation	08/15/2015	Yes	Ok

Salary: \$13.09/hr. Placement: L2/SP Contract Days: 260

Prepared by: Sherie Blue Date 1/17/2017 Approved by: _____ Date: _____