

Browning Public Schools
Board Agenda Request
 Meeting To Be Held: November 14, 2023



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|---------------------|--|--|---|
| Recognition: | <input type="checkbox"/> Students | <input type="checkbox"/> Staff | <input type="checkbox"/> Parents |
| Information: | <input type="checkbox"/> Building Report | <input type="checkbox"/> Old Business | <input type="checkbox"/> Superintendent's Report |
| Action: | <input type="checkbox"/> Resignation | <input type="checkbox"/> Hiring | <input type="checkbox"/> Contract Service Agreements |
| | <input type="checkbox"/> Travel Out-of-State | <input type="checkbox"/> Travel In State | <input checked="" type="checkbox"/> Approvals |
| | <input type="checkbox"/> Termination | <input type="checkbox"/> Legal Matters | <input type="checkbox"/> Other: |
| | This action request pertains to | <input type="checkbox"/> Elementary (only) | <input checked="" type="checkbox"/> High School/District Wide |

Date: November 6, 2023
To: Corrina Guardipee Hall
 Superintendent of School
From: Beverly Sinclair
 Human Resources Director

Subject: Substitute Eligibility Roster 2023-2024

Description: The substitute list is generated from our Personnel Management System and shows all eligible substitute teachers and temporary substitutes.

To provide substitutes for our schools, Substitute Workshop Facilitators will conduct Substitute Teaching workshops Ms. Wilson will facilitate future trainings/sub workshops to be used throughout the school year. Trainings will consist of preparing, presenting, recording, editing, and finalizing workshops Right to Know Workshops for Custodian and Food Service substitutes, Food Handlers Workshop for Food Service Workers and assistant in obtaining CDLs for Bus Drivers are also provided. Those who complete the training, paperwork, background check, drug & alcohol testing are added to the list. Some who sign up, however, choose not to substitute or find regular jobs. In order to maintain the list, the Human Resources Department has sent notices to all who were on the list requesting they return the notice if they wished to continue on our substitute list. The attached list indicates those that have returned the notice requesting to remain on the substitute list. We will be updating our list from time to time as new substitutes become eligible. Substitutes are paid according to the Temporary Compensation Plan. Adopted by the Board of Trustees.

Pending Successful Background Checks

Funding Source (Budget/grant, etc.): Salaries, benefits, and payroll costs to be charged against budgets for respective building/department/program/grant as applicable.

Attachment(s): 2023-2024 Substitute/Temporary List
 New to list:

Approval: Superintendent's Office/Finance/Personnel as applicable (Initial) _____

Comments: _____

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

#	Last Name	First Name	Phone #	Approved Subbing Location
1	ChiefCalf	Justin	406-470-6292	Teacher, TA, extra-curricular
2	Michael	Suzanne	406-450-3098	Teacher, TA
3	RunningCrane	Steve	406-890-0458	Teacher, TA
4	NoRunner	Lylayna	406-229-1539	Teacher, TA
5	CalfLooking	Lee	406-338-6338	Coaching
6	Upham	Warren	406-450-3204	Custodial, maintenance only no classroom
7	MadMan	Jill	406-845-3642	Teacher, TA, clerical, extra-curricular
8	Hall	Leslie	406-845-5327	Teacher, TA
9	Hipp	Kenneth S	406-885-8225	Custodial & maintenance only no classroom
10	Tucker	Sharon	406-338-3632	Teacher