

Browning Public Schools
Board Agenda Request
Meeting To Be Held: October 10, 2017



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

Date: October 3, 2017

To: Corrina Guardipee-Hall
 Superintendent of Schools

From: Emorie Davis Bird
Title: Director of Human Resources

Subject: Hiring: Gear Up Student Achievement Specialist

Description: Melanie Magee, GEAR UP Coordinator, would like to recommend the following individual for hire

👤 John Schmid, Part-Time GEAR UP Student Achievement Specialist, Middle School, \$20,254.00

Financial Impact: \$20,254.00

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 Part-Time GEAR UP Student Achievement Specialist		Applicant Recommended John Schmid	
Department/Location GEAR UP/Middle School		Supervisor Melanie Magee	
Type of Position Professional/Technical	Starting Date 10/12/2017	Term 2017-2018 School Year	

Recruiting	Date Posted: 07/08/2017	Closing Date: Open Until Filled
Comments:		

Applicants				
No.	Name (Alphabetical by Last Name)	Date Application Received	Minimum Requirements Met?	Date Interviewed
	Crawford, Cinnamon		Yes	8/30/2017
	Edwards, Eugene		Yes	declined
	Gervais, Laura		Yes	8/30/2017
	Hall, Shelly		Yes	8/30/2017
	Schmid, John		Yes	8/30/2017
	Stiff Arm, Lee		Ye	declined
	Mayhugh, Daniel		No	n/a
	Yeager, Celeste		Yes	8/30/2017

Interview Committee		Title	Name	Title
Malanie Magee	GEAR UP Coordinator			
Dennis Juneau	BMS Principal			
Joe Jessepe	21 st Century Tutor			

Recommendation: John is very excited and willing to go into classrooms. He has excellent ideas for reaching out to students and his computer skills are a must for extensive data entry.			
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
TB documentation	on file	yes	Ok

Salary: \$20,254.00 (Pro-rated from \$26,250.00 for 197 days)	Placement: _____	Contract Days: 152
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Prepared by: Sherie Blue Date 09/20/2017 Approved by: _____ Date: _____