

Browning Public Schools
Board Agenda Request
Meeting To Be Held: September 13, 2016



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: September 6, 2016

To: **John Rouse**
 Superintendent of Schools

From: Jason Andreas
Title: HR Director

Subject: Hiring Napi Elementary Cross Country Coaching Position

Description: Activities Director, Tony Wagner, recommends the following hire for the 2016-2017 sport season:

🚩 Kimberly Tatsey McKay, Cross Country Coach, Napi Elementary, Exp: 0, \$430.00

Financial Impact: Per Extra Curricular Salary Schedule

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 Cross Country Coach		Applicant Recommended Kimberly Tatsey McKay	
Department/Location Napi Elementary		Supervisor Tony Wagner	
Type of Position Extra-Curricular	Starting Date TBD	Term 2016-2017 School Year	

Recruiting	Date Posted: N/A	Closing Date:
Comments: Emergency hire:		
Please reference District Policy# 5120, Selection Process, 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
1	Tatsey, Kimberly	08/22/2016	yes	N/A	

Interview Committee	Title	Name	Title

Recommendation: Recommendation for Kimberly Tatsey McKay is based on her interest to coach kids to help them improve their involvement in athletics. She has experience as a volunteer and has also experience running long distance.

Pre-Employment Requirements	Date Initiated	Completed? (Y)es (N)o	Results Received (Negative = OK)
Drug test	Already a district employee	Yes	Ok
Criminal background check	Already a district employee	Yes	Ok
TB documentation	Already a district employee	yes	Ok

Salary: \$430.00	Placement: <u>Exp: 0</u>	Contract Days: 187
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Prepared by: Sherie Blue Date 09-06-2016 Approved by: _____ Date: _____