

Browning Public Schools
Board Agenda Request
Meeting To Be Held: November 29, 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: November 20, 2017

To: Corrina Guardipee-Hall
 Superintendent of Schools

From: Emorie Davis Bird
Title: Director of Human Resources

Subject: Hiring: Personal Care Attendant – KW Vina

Description: Jill Mattingly, Special Education Director, recommends the following hire for the 2017-2018 school year:

✚ Kimberly Loring, Personal Care Attendant, KW Vina, (L1/SP), \$12.62/hr.

Financial Impact: Classified Labor Agreement (\$12,216.16 x 18% fringe = \$14,415.07 + insurance \$7,920.00 = \$22,335.00)

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 Personal Care Attendant		Applicant Recommended Kimberly Loring	
Department/Location Special Education/KW/Vina		Supervisor Jill Mattingly/Tonia Tatsey	
Type of Position Classified	Starting Date TBD	Term 2017-2018 School Year	

Recruiting	Date Posted: 10/4/2017	Closing Date: Open Until Filled
Comments:		

No.	Applicants Name (Alphabetical by Last Name)	Date Application Received	Minimum Requirements Met?	Date Interviewed
	Calf Looking, Mary Jo		Yes	N/A
	Ingraham, Marnessa		Yes	11/2/17
	Lerma, Melody		Yes	11/2/17
	Loring, Kimberly		Yes	11/2/17
	Mad Plume, Nado		Yes	N/A
	Stone, Jennifer		Yes	N/A

Interview Committee			
Name	Title	Name	Title
Tonia Tatsey	KW/Vina Principal		
Jill Mattingly	SPED Director		
Natasha Siliezar	KW/Vina Assistant Principal		

Recommendation: Kimberly has experience working with special needs. She is patient, a team player, and experience as a CNA. Kimberly worked at Head Start and we feel she will be an asset to the Special Education department.

Pre-Employment Requirements	Date Initiated	Completed? (Yes (N)o	Results Received (Negative = OK)
Drug test	On file	yes	Ok
Criminal background check	Pending	No	
TB documentation	on file	yes	Ok

Salary: \$12.62/hr.	Placement: <u>L1/SP</u>	Contract Days: 189
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Prepared by: Sherie Blue Date 11/20/2017 Approved by: _____ Date: _____