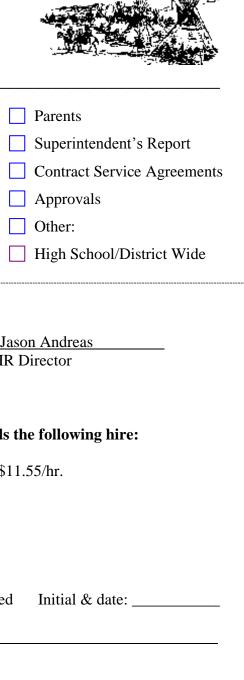
Browning Public Schools **Board Agenda Request**Meeting To Be Held: September 29, 2016



tion: Students	Staff	Parents			
tion:	Old Business	Superintendent's Report			
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			
September 20, 2016					
From: Jason Andreas Superintendent of Schools Title: HR Director					
Hiring Elementary Custodia	n				
ion: Food Service Director Ly	vnne Keenan recommend	ls the following hire:			
♣ Hillary Gilham, Custodian, Facilities/KW Bergan, L2/SP, \$11.55/hr.					
Financial Impact: Per Classified Labor Agreement					
Attachment(s): Hiring Selection Reports					
Superintendent Action: Approved Denied Deferred Initial & date:					
Comments:					
ction: N/A (Info)	Approved Denied	Tabled to:			
	Resignation Travel Out-of-State Termination This action request pertains to September 20, 2016 John Rouse Superintendent of Schools Hiring Elementary Custodian ion: Food Service Director Ly illary Gilham, Custodian, Facil Impact: Per Classified Labor ent(s): Hiring Selection Report endent Action: Approved ats:	tion: □ Building Report □ Old Business □ Resignation □ Hiring □ Travel Out-of-State □ Travel In State □ Termination □ Legal Matters This action request pertains to □ Elementary (only) September 20, 2016 John Rouse From: □ Superintendent of Schools Title: □ Hiring Elementary Custodian ion: Food Service Director Lynne Keenan recommendation: Food Service Director Lynne Keenan recommendation: □ Approved □ Denied □ Deferrents: □ Def			



Browning Public Schools Hiring Selection Report

Position		Applicant Recommend	led
Custodian		Hillary Gilham	
Department/Location		Supervisor	
Facilities/KW Bergan		Malcolm Hagberg/Tonia Tatsey	
Type of Position	Starting Date		Term
Classified	09/30/2016		2016-2017 School Year

Recruiting Date Posted: 08/16/2016 Closing Date: Open Until Filled

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 t 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.

No.	Applicants 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: Malcom Hagberg and I would both like Hillary Gilham to be our permanent custodian at the KW Bergan. She has proven to be an employee with great work ethics and has good communication skills when working with students and adults.

Pre-Employment Requirements	Date Initiated	Completed? (Y)es (N)o	Results Received (Negative = OK)
Drug test	8/24/2014	Yes	Ok
Criminal background check	8/28/2014	Yes	Ok
TB documentation	8/22/2014	Yes	Ok

Salary: \$11.55 Placement: L2/SP		Contract Days: 189	
Prepared by:Sherie Blue	Date 09/20/2016	Approved by:	Date: