

Browning Public Schools  
**Board Agenda Request**  
Meeting To Be Held: November 1, 2018



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**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

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**Date:**        October 24, 2018

**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, is recommending the following hire:

✚ Janet Lamere, Personal Care Attendant, KW/Vina Elementary School, (L1/SP), \$12.94/hr.

**Financial Impact:** 2018-2021 Classified Labor Agreement

**Attachment(s):** Hiring Selection Report

**Superintendent Action:**    Approved  Denied     Deferred    Initial & date: \_\_\_\_\_

**Comments:** \_\_\_\_\_

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



## Browning Public Schools Hiring Selection Report

Position <b>Personal Care Attendant</b>		Applicant Recommended <b>Janet Lamere</b>	
Department/Location <b>KW/Vina Elementary</b>		Supervisor <b>Tonia Tatsey/Jill Mattingly</b>	
Type of Position <b>Classified</b>	Starting Date <b>11/5/2018</b>	Term <b>2018-2019 school year</b>	

<b>Recruiting</b>	Date Posted: <b>8/6/2018</b>	Closing Date: <b>Open Until Filled</b>
Comments:		

No.	Applicants Name (Alphabetical by Last Name)	Date Application Received	Minimum Requirements Met?	Date Interviewed
	Aubert, Alicia	9/12/18	Yes	Declined
	Burdeau, Annette	9/12/18	Yes	10/3/2018
	Gunn, Mei Chu	8/24/18	Yes	No Interview
	Hall Kailey	9/18/18	Yes	10/3/2018
	Hall, Ellen	9/18/18	Yes	10/3/2018
	Lamere, Janet	8/14/18	Yes	10/3/2018
	Little Dog Leon, Shanna	9/18/18	Yes	Declined
	Little Plume, Myra	8/31/18	Yes	10/3/2018
	McClintock, Gretchen	9/5/18	Yes	No Interview
	Michel, Whisper	9/7/18	Yes	10/3/2018
	Vaile, Raquel	9/12/18	Yes	10/3/2018

Interview Committee		Title	Name	Title
Jill Mattingly	SPED Director			
Carla Whitegrass	SPED Teacher			
Dawn Marxer	SPED Teacher			

**Recommendation:** Janet has experience working for the school district and also is working with younger children. She has a degree in Early Childhood Education. I feel that she will be an asset to our Special Education department.

Pre-Employment Requirements	Date Initiated	Completed? (Y)es (N)o	Results Received (Negative = OK)
Drug test	On file	Yes	Ok
State & Federal Criminal background check	On file	Yes	Ok
Tribal Background check	On file	Yes	Ok
TB documentation	On file	Yes	Ok

Salary: <b>\$12.94/hr.</b>	Placement: <b>L1/SP</b>	Contract Days: <b>189</b>
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Prepared by:     Sherie Blue     Date 10/24/2018 Approved by: \_\_\_\_\_ Date: \_\_\_\_\_