

Browning Public Schools
Board Agenda Request
Meeting To Be Held: March 7, 2017



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: March 3, 2017

To: **John Rouse**
 Superintendent of Schools

From: Jason Andreas
Title: HR Director

Subject: **Hiring Maintenance Assistant**

Description: Richard Sanchez recommends the following hire:

👤 John Butterfly, Maintenance Assistant, Maintenance, L2/Sp, \$13.09/hr.

Financial Impact: Per Classified Labor Agreement

Attachment(s): Hiring Selection Reports

Superintendent Action: ☐ Approved ☐ Denied ☐ Deferred Initial & date: _____

Comments: _____

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



Browning Public Schools Hiring Selection Report

Position Maintenance Assistant		Applicant Recommended John Butterfly	
Department/Location Maintenance		Supervisor Richard Sanchez	
Type of Position Classified	Starting Date March 22, 2017	Term 2016-2017 Fiscal Year	

Recruiting	Date Posted: 2/01/2017	Closing Date: 2/22/2017
Comments:		

Applicants					
No.	Name (Alphabetical by Last Name)	Date Application Received	Minimum Requirements Met?	Date Interviewed	Final Ranking
	Butterfly, John			3/2/2017	1
	Lawrence, William			No Interview	
	MadPlume, Marvin			3/2/2017	2
	Weatherwax, Brian			No Interview	
	Wippert, Joseph			No Show	

Interview Committee			
Name	Title	Name	Title
Richard Sanchez	Maintenance Supervisor		
Michelle Guardipee	Maintenance Secretary		
Kyle Coursey	Maintenance-Skilled Tech.		

Recommendation: John is the most qualified person for the job. He has a lot of experience and potential for this position. He possesses an A.A. degree in Construction, has welding experience, and previous work experience in Maintenance such as working a snow plow and grounds keeping.

Pre-Employment Requirements	Date Initiated	Completed? (Y)es (N)o	Results Received (Negative = OK)
Drug test	11/12/2015	Yes	ok
Criminal background check	11/25/2015	Yes	Ok
TB documentation	8/26/2015	Yes	ok

Salary: \$13.09/hr.	Placement: <u>L2/SP</u>	Contract Days: 260
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Prepared by: Sherie Blue Date 3/3/2017 Approved by: _____ Date: _____