

Browning Public Schools
Board Agenda Request
Meeting To Be Held: December 15, 2020



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: December 7, 2020

To: Corrina Guardipee-Hall
 Superintendent of Schools

From: John E Salois
Title: Director of Human Resources

Subject: Hiring: BMS Teacher

Description: William Huebsch, Middle School Principal, is recommending the following for hire:

🚩 Kehaulani Rutherford, BMS Teacher BA/0. 6th Grade

Financial Impact: \$21,674.00 prorated from \$37,879.00 for 107 Days

Financial Budget: Title 1

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 BMS Teacher | | Applicant Recommended Kehaulani Rutherford | |
| Department/Location Browning Middle School | | Supervisor William Heubsch | |
| Type of Position Certified | Starting Date 12/16/2020 | Term Academic Year | |

Recruiting. Date Posted: 4/27/2020 Re-advertised: 6/30/202 and 7/25/2020 Closing Date: Until Filled

Comments: Per Board Policy # 5120 Recruitment and Selection. A candidate may be selected if: There is only one candidate for the position and further recruitment is impractical

| No. | Applicants Name (Alphabetical by Last Name) | Date Application Received | Minimum Requirements Met? | Date Interviewed |
|-----|--|---------------------------------|---------------------------------|------------------|
| 1 | Kehaulani Rutherford | 11/30/2020 | Yes | N/A |

| Interview Committee | Title | Name | Title |
|---------------------|---------------|------|-------|
| William Huebsch | BMS Principal | | |
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Recommendation:
Kehaulani has experience working at BMS as a TA. She has her AA in Liberal Arts and is completing her BA in Business. Kehaulani received her Teaching Certification on November 30, 2020

| Pre-Employment Requirements | Date Initiated | Completed? (Y)es (N)o | Results Received (Negative = OK) |
|---|----------------|--------------------------|-------------------------------------|
| Drug test | 3/12/2020 | Yes | Negative |
| State & Federal Criminal background check | 3/20/2020 | Yes | Negative |
| Tribal Background check | 6/10/2020 | Yes | Negative |

Salary: \$21,674.00 prorated from \$37,879.00 **Placement:** BA/0 **Contract Days:** 107 prorated from 187

Prepared by: John E. Salois Date 12/7/2020 Approved by: _____ Date: _____