

Browning Public Schools
Board Agenda Request
Meeting To Be Held: June 12, 2018



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: June 5, 2018

To: Corrina Guardipee-Hall
 Superintendent of Schools

From: Emorie Davis Bird
Title: Director of Human Resources

Subject: Hiring: Elementary Teacher – Napi 2018-2019

Description: Sicily Bird, Napi Elementary School Principal, is recommending the following individual for hire for the 2018-2019 school year:

🚩 Heidi Dubray, Elementary Education Teacher, Napi Elementary (Exp: BA/0) \$36,408.00

Financial Impact: Per Certified Master Contract

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 Elementary Teacher		Applicant Recommended Heidi Dubray	
Department/Location Napi Elementary		Supervisor Sicity Bird	
Type of Position Certified	Starting Date August 13, 2018	Term 2018-2019 School Year	

Recruiting	Date Posted: 04/11/2018	Closing Date: Open Until Filled
Comments:		

No.	Applicants Name (Alphabetical by Last Name)	Date Application Received	Minimum Requirements Met?	Date Interviewed
1	Dubray, Heidi	4/30/18	Yes	5/14/2018
2	Matt, Sierra	5/2/18	Yes	5/14/2018

Interview Committee			
Name	Title	Name	Title
Sicity Bird	Napi Principal		
Edith Wagner	Napi Instructional Coach		
Lona Burns	Napi Teacher		

Recommendation: Ms. Dubray is currently teaching 7th and 8th graders at East Glacier Schools and enjoy this age group. She expressed instructional and classroom management practices that align with BPS. Throughout the interview, she clearly communicated high expectations for herself and students. She will have a Montana Educator's License before August 2018.

Pre-Employment Requirements	Date Initiated	Completed? (Y)es (N)o	Results Received (Negative = OK)
Drug test	Pending	No	
Criminal background check	Pending	No	
Tribal background check	Pending	No	
TB documentation	Pending	No	

Salary: \$36,408.00	Placement: <u>BA/0</u>	Contract Days: 187
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Prepared by: Sherie Blue Date 6/5/18 Approved by: _____ Date: _____