

Browning Public Schools
Board Agenda Request
Meeting to Be Held: 8/31/22



-
- 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
-

To: Corrina Guardipee-Hall
 Superintendent of Schools

From: John Salois

Title: Director of Human Resources

Subject: Substitute Eligibility Roster 2022-2023

Description: The substitute list is generated from our Personnel Management System and shows all eligible substitute teachers and temporary substitutes.

To provide substitutes for our schools, Substitute Workshop Facilitators will conduct Substitute Teaching workshops Ms. Wilson will facilitate future trainings/sub workshops to be used throughout the school year. Trainings will consist of preparing, presenting, recording, editing, and finalizing workshops. Right to Know Workshops for Custodian and Food Service substitutes, Food Handlers Workshop for Food Service Workers and assistant in obtaining CDLs for Bus Drivers are also provided. Those who complete the training, paperwork, background check, drug & alcohol testing are added to the list. Some who sign up, however, choose not to substitute or find regular jobs. In order to maintain the list, the Human Resources Department has sent notices to all who were on the list requesting they return the notice if they wished to continue on our substitute list. The attached list indicates those that have returned the notice requesting to remain on the substitute list. We will be updating our list from time to time as new substitutes become eligible. Substitutes are paid according to the Temporary Compensation Plan. Adopted by the Board of Trustees.

Funding Source (Budget/grant, etc.): Salaries, benefits, and payroll costs to be charged against budgets for respective building/department/program/grant as applicable.

Attachment(s): 2022-2023 Substitute

Approval: Superintendent's Office/Finance/Personnel as applicable (Initial)_____

Comments: _____

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

#	Last Name	First Name	Phone #	Approved Subbing Location
1	Kipp	Leatha	406 450-4259	Teacher, Teacher Assistant, Warehouse Supply Clerk, Clerical
2	Robison	Larry	479 461-0609	Teacher Assistant, Security Patrol, Clerical, Warehouse Supply Clerk
3	Morris	Cecilia	406 845-2664	Food Service
4	Hall	Mary Ellen	406 470-0211	Secretary, Teacher
5	RunningCrane	Stephen	406 450-8000	Teacher, Teacher Assistant, Security Patrol, Clerical, Extra-Curricular
6	Dag Talking Gun	Alden	406 338-3444	Custodian
7	Gallagher Horn	Myndi	406 450-6016	Extra-Curricular
8	Kennerly	Angel	406 845-6752	Cook, Clerical
9	Kennerly	Traylyn	406 450-6585	Cook
10	No Runner	Gerald	406 338-2857	Extra-Curricular (Pending Pre-hire)
1	KickingWoman	Thomas	406 871-5059	Security Patrol Officer (Pending pre-hire)
2	Running Crane	Gabrielle	406 470-6031	Cook (Pending pre-hire)
3	NoRunner	Tomasina	406 470-6034	Security Patrol Officer, Clerical, Extra Curricular (Pending pre-hire)