

Browning Public Schools
Board Agenda Request
Meeting To Be Held: February 23, 2022



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- 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
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Date: February 15, 2022
To: Corrina Guardipee Hall **From:** John E. Salois
Superintendent of School Human Resources Director

Subject: Substitute Eligibility Roster 2021-2022

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: Substitute List

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	Nomee	Cce'Preela	406 450-1856	Teacher, Teacher Assistant, Child Care, PCA (Pending CBC)
2	Kennerly	Angel	406 845-6752	Food Service (Pending CBC)
3	Little Plume	Jasmine	406 845-2347	Teacher Assistant (Pending CBC)
4	Pepion	Laura-Su	406 781-7765	Teacher, Teacher Assistant (Pending CBC)