

Browning Public Schools
Board Agenda Request
Meeting To Be Held: April 25, 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: April 17, 2018

To: Corrina Guardipee-Hall
 Superintendent of Schools

From: Emorie Davis Bird
Title: Director of Human Resources

Subject: Hiring-Teacher Assistant - BES

Description: Jennifer LaFromboise, Browning Elementary Principal, is recommending the following individual for hire for the 2017-2018 school year:

🌈 Dellyssa Ladd, Teacher Assistant, Browning Elementary, (L2/SP), \$14.19/hr.

Financial Impact: Salaries, plus benefits, and payroll costs to be charged against student activities program budget as applicable.

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 Teacher Assistant		Applicant Recommended Dellyssa Ladd	
Department/Location Browning Elementary		Supervisor Jennifer Lafromboise	
Type of Position Classified	Starting Date 4/27/2018	Term 2017-2018 School Year	

Recruiting	Date Posted: 4/11/2018	Closing Date: Open Until Filled
Comments:		

No.	Applicant Name (Alphabetical by Last Name)	Date Application Received	Minimum Requirements Met?	Date Interviewed
	Brown, Jennifer	3/26/18	Yes	4/6/18
	Davis Eileen	3/15/18	Yes	4/6/18
	Ladd, Dellyssa	3/14/18	Yes	4/6/18
	Running Crane, Keith	3/16/18	Yes	declined
	Vaile, Raquel	3/20/18	Yes	4/6/18

Interview Committee	Title	Name	Title
Kari Mckay	BES Assistant Principal		
Calvin Lang	BES Teacher		
Rebecca Kennedy	BES Teacher Assistant		

Recommendation: Dellyssa is being recommended for hire as a Teacher Assistant at Browning Elementary because she has the experience working in the schools as a substitute and her desire to pursue a degree in education.

Pre-Employment Requirements	Date Initiated	Completed? (Y)es (N)o	Results Received (Negative = OK)
Drug test	On file	yes	Ok
Criminal background check	on file	yes	Ok
TB documentation	on file	yes	Ok

Salary: \$14.19/hr.	Placement: <u>L2/SP</u>	Contract Days: 189
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Prepared by: Sherie Blue Date 4/17/18 Approved by: _____ Date: _____