

Browning Public Schools  
**Board Agenda Request**  
 Meeting To Be Held: November 30, 2016



- 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

**Date:**        November 15, 2016

**To:**            **Board of Trustees**  
 Superintendent of School

**From:**        Jason Andreas  
 Department Of Human Resources

**Subject: Substitute Eligibility Roster 2016-2017**

**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, we sponsor two teacher workshops per year (August and January), 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. Those who complete the training, paperwork, TB test, 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 Personnel 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):** 2016-2017 Substitute/Temporary List  
 New to list:

**Approval:** Superintendent's Office/Finance/Personnel as applicable (Initial) \_\_\_\_\_

**Comments:** \_\_\_\_\_

**Board Action:**     N/A (Info)     Approved     Denied     Tabled to: \_\_\_\_\_

**2016-2017 Sublist**  
**November 30, 2016 Board Meeting**

<b>Last Name</b>	<b>First Name</b>	<b>Phone #</b>	<b>Approved Subbing Location</b>	<b>Need Training</b>
Fish	Edward	338-2270/ 845-6768	BES, Napi, BMS, BHS, Extra Curr.	cook
Gallagher-Horn	Myndi	845-9196	All BPS, Babb, Glendale, Big Sky, Child Care, nigh security patrol, extra. Curr., clerical	Maintenance, cook, custodian
Gobert	Heather	845-3127/ 470-2494	KW/Vina, BES, Napi, BMS, night security patrol, Bus Driver-needs endorsements	cook
Gobert	Sicily	845-5212	KW/Vina, BES, Napi, BMS	Maintenance, cook, custodian
Greene	Jennifer	210-882-6256	All BPS, Clerical, extra-curr.	Cook
Guardipee	Kami	845-5207	All BPS, Night Securitu Patrol, Clerical, Extra. Curr.	Maintenance, cook, custodian
Hoyt	Rick	845-4765	BES, Napi, BMS, BHS, Alt. Ed.	
Kicking Woman	Louis	450-1941	Bus Driver	
Murray	Myles	845-5840	KW/Vina, BES, Napi, BMS, BHS. Alt. Ed	
No Runner	Carlissa	338-4195/ 845-8205	KW/Vina, BES, Napi, BMS, Clerical, extra-curr.	custodian
Ollinger	Jessyca	4506955	KW/Vina, BES, Napi, BMS, Clerical, Childcare	
Racine	Brandy	309-5445/ 38-3396	KW/Vina, BES, NAPI, BMS, BHS, ALT. ED., Clerical, Extra Curr.	
Taile	Angel	229-5416	KW/Vina, BES, NAPI, BMS, BHS, ALT. ED., Clerical, Extra Curr.	
Trombley	Terri	338-3762	BES, Napi, clerical	
Upham	Gala	338-7403/ 845-3369	All BPS	