

Browning Public Schools
Board Agenda Request
Meeting To Be Held: October 29, 2019



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: October 23, 2019

To: Corrina Guardipee-Hall
 Superintendent of Schools

From: John Salois
Title: Director of Human Resources

Subject: Hiring: Assistant Cook-BHS

Description: Lynne Keenan is recommending the following for hire:

🚩 Cecelia Whiteman, Assistant Cook

Financial Impact: Per Classified Salary Schedule L1/S5 (\$13.13-\$14.73 after successful completion of 90-day probationary period)

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 Assistant Cook		Applicant Recommended Cecelia Whiteman	
Department/Location Food Service		Supervisor Lynne Keenan	
Type of Position Classified	Starting Date 11/1/19	Term 9 Month Position	

Recruiting Date Posted: 7/30/19 Re-advertised: Closing Date: Open Until Filled

Comments:

No.	Applicants Name (Alphabetical by Last Name)	Date Application Received	Minimum Requirements Met?	Date Interviewed
	Kelli Aimsback	8/22/19	Yes	9/11/19
	Donald ComesAtNight	8/21/19	Yes	9/11/19
	Rebecca Crawford		Yes	9/11/19
	Dawn DayRider	8/28/19	Yes	9/11/19
	Bryan Potts	8/13/19	Yes	9/11/19
	Brent StillSmoking	8/20/19	Yes	9/11/19
	Cecelia Whiteman	7/31/19	Yes	9/11/19

Interview Committee		Title	Name	Title
Lynne Keenan	Food Service Director			
Bonnie McKenny	Copy Center			
Dixie Guardipee	Facilities Secretary			

Recommendation:

Cecelia has worked in the District previously.

Pre-Employment Requirements	Date Initiated	Completed? (Y)es (N)o	Results Received (Negative = OK)
Drug test	On File	Yes	Negative
State & Federal Criminal background check	On File	Yes	Negative
Tribal Background check	On file	Yes	Negative

Salary: \$13.13-\$14.73 Placement: Exp: 0 Contract Days: 189 Days

Prepared by: John E. Salois Date 10/23/19 Approved by: _____ Date: _____