

Browning Public Schools
Board Agenda Request
Meeting To Be Held: October 10, 2017



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 5, 2017

To: Corrina Guardipee-Hall
 Superintendent of Schools

From: Emorie Davis Bird
Title: Director of Human Resources

Subject: Hiring: EE KAH KI MAHT Afterschool Activities Coordinator 2017-2018

Description: Tony Wagner, Director of Student Activities, recommends hiring the following individual for the 2017-2018 School Year:

✚ Everett Armstrong, EE KAH KI MAHT After School Activities Coordinator (grades 7-12),
(Exp: 0), \$6,000.00

Financial Impact: Extra-Curricular Salary Schedule

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 EE KAH KI MAHT After School Activities Coordinator (grades 7-12)		Applicant Recommended Everett Armstrong	
Department/Location Ee-Kah-Kii-Maht After School Program		Supervisor Tony Wagner	
Type of Position Extra-Curricular	Starting Date TBD	Term 2017-2018 School Year	

Recruiting	Date Posted: 9/28/2017	Closing Date: Open Until Filled
Comments: Per policy #2130: Policy Name: Assignment and Transfer of Administrative Staff The Superintendent shall have the authority to reorganize and/or rearrange the specific responsibilities of the administrative and supervisory staff in a manner that will provide for the effective operation of the district. The Superintendent shall, in considering any assignment or transfer, base a decision on such factors as the desired performance and/or expectations inherent in the position, the staff member's background and preparation, the staff member's past performance, the impact on other facets of the district's operations, and the needs of the district. It is the superintendent's responsibility to provide the Board with information at the board meeting prior to the transfer of an employee.		

Applicants				
No.	Name (Alphabetical by Last Name)	Date Application Received	Minimum Requirements Met?	Date Interviewed
	Armstrong, Everett		Yes	N/A

Interview Committee			
Name	Title	Name	Title
N/A			

Recommendation: Everett has previous experience with working in the after school activities program. He has a great understanding of how the program works. He relates well with the kids that attend the activities. He is a great role model has good leadership skills.			
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: \$6,000.00	Placement: <u>Exp: 0</u>	Contract Days: TBD
--------------------	--------------------------	--------------------

Prepared by: Sherie Blue Date 10/5/2017 Approved by: _____ Date: _____