Board A	ng Public Schools Agenda Request 5 To Be Held: March 28, 2	018	
Recognit	ion: 🗌 Students	Staff	Parents
Informat	tion: 🗌 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	Σ Elementary (only)	☐ High School/District Wide
Date:	March 20, 2018		
То:	Corrina Guardipee-Hall Superintendent of Schools	From: Title:	Emorie Davis Bird Director of Human Resources

Subject: Hiring Warehouse Supply Clerk at Food Service

Description: Lynne Keenan, Food Services Director, would like to recommend the following individual for hire for the 2017-2018 school year:

♣ Shane Heavy Runner, Warehouse Supply Clerk, Food Services, (L2/SP), \$14.19/hr.

Financial Impact: Per Classified Labor Agreement

Attachment(s): Hiring Selection Report					
Superintendent Action: Approved Denied	Deferred	Initial & date:			
Comments:					
Board Action: N/A (Info) Approved	Denied	Tabled to:			

Personnel Department

Browning Public Schools Hiring Selection Report

Position Applicant Recommended Warehouse Supply Clerk Shane Heavy Runner			
Department/Location Food Services		Supervisor Lynne Keenan	
Type of Position Classified	Starting Date TBD		Term 2017-2018 Fiscal Year

Recruiting Date Posted: 1/10/2018 Closing Date: Open Until Filled Comments: Comments: Closing Date: Open Until Filled	
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No.	Applicants Name (Alphabetical by Last Name)	Date Application Received	Minimum Requirements Met?	Date Interviewed
	Blackman, Austin	1/25/18	no	n/a
	Butterfly, Brandon	1/16/18	yes	2/22/18
	Butterfly, Brad	1/24/18	yes	No Show
	Edwards, Chris	1/22/18	yes	2/22/18
	Grant, Malana	1/19/18	yes	Declined
	Heavy Runner, Shane	1/22/18	yes	2/22/18
	Kipling, Dean J.	1/30/18	yes	2/22/18
	Pree, Charles	1/19/18	yes	2/22/18
	Tailfeathers, Joshua	1/26/18	yes	No Show

Interview Name	Title	Name	Title
Dixie Guardipee	Facilities Secretary		
Brandon Sure Chief	Food Services Site Supervisor		
Darrell Deroche	Warehouse Supply Clerk		

Recommendation: Shane has outstanding experience and knowledge of daily operations of warehouse procedures. He had a very impressive interview. His experience stems from military supply operations that include pellet experience, fork lift, air-lift, proper inventory paperwork, education in computer IT with IT training, and experience in warehouse settings

Pre-Employment Requirements	Date Initiated	Completed? (Y)es (N)o	Results Received (Negative = OK)
Drug test	On file	yes	Ok
Criminal background check	Pending	No	Ok
Tribal background check	On file	yes	Ok
TB documentation	on file	Yes	Ok

Salary: \$14.19/hr.	Placement: L2/SP	Contract Days: 189	
Prepared by:Sherie Blue	Date 3/20/18	Approved by:	Date: