

Browning Public Schools  
**Board Agenda Request**  
 Meeting To Be Held: September 7, 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:**        September 2, 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: \_\_\_\_\_

Last Name	First Name	Phone #	Approved Subbing Location	Need Training
Bears Tail	Curtis	338-5767	Teacher/Teacher Assistant at all schools, Custodian, Extra-Curricular, Security Patroll Officer	Cook
Belcourt	Bristen	338-5493/845-5962	Teacher/Teacher Assistant at KW/Vina, Browning Elementary, Napi, BMS, Child Care, Clerical, and Extra-Curricular	
Bullshoe	Cliffitin	845-6132	Teacher/Teacher Assistant at BMS, BHS, Warehouse Supply Clerk, and Security Patrol Officer	Maintenance, Custodian
Connolly	Brian	338-5850	Teacher/Teacher Assistant at all schools & Exta-Curricular	
Davis	Debrah	845-5728	Teacher/Teacher Assistant at KW/Vina, Browning Elementary, Napi, BMS,BHS, Alternative Ed., & Warehouse supply clerk	Cook
Gibbs	Lona	450-5447	Teacher/Teacher Assistant at KW/Vina, Browning Elementary, Napi, BMS, & Extra-Curricular	
Hipp	April	450-5725	Teacher/Teacher Assistant at the Babb Elementary	
Iron Pipe Jr.	Bradley	845-5167/338-7802	Bus Driver & Security Patrol Officer	Maintenance, Custodian