

Browning Public Schools  
**Board Agenda Request**  
Meeting To Be Held: 3/28/18



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- 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
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**Date:**      3/20/18

**To:**            **Corrina Guardipee-Hall**  
                    Superintendent of Schools

**From:**        Tony Wagner  
                    Title:        Director of Student Activities

**Subject: Hiring: Middle School Softball Coach 2017/18 season**

**Description:** Recommend hiring the following Middle School Softball Coach for the 2017-2018 activities season:

🚩 Elizabeth Coleman, Middle School Softball Coach, \$860.00 (Exp. Credit: 0)

**Funding Source (Budget/grant, etc.):** Extracurricular Salary Schedule. Salaries, plus benefits, and payroll costs to be charged against budgets for respective building/department/program/grant as applicable.

**Attachment(s):**    none.

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

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

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



## Browning Public Schools Hiring Selection Report

Position <b>Softball Coach</b>		Applicant Recommended <b>Elizabeth Coleman</b>	
Department/Location <b>Browning Middle School</b>		Supervisor <b>Tony Wagner</b>	
Type of Position <b>Extra-Curricular Coach</b>	Starting Date <b>3/26/2018</b>	Term <b>2017-2018 School Year</b>	

<b>Recruiting</b>	Date Posted: 1/22/2018	Closing Date: N/A
Comments:		

No	Applicants Name (Alphabetical by Last Name)	Date Application Re- ceived	Minimum Require- ments Met?	Date Interviewed
	Elizabeth Coleman		Yes	3/23/18
	Nicole Dorsey		Yes	3/23/18
	John Riordan		Yes	3/23/18
	Ansel Traynor		Yes	3/23/18

Interview Committee	Title	Name	Title
Dan Belcourt	Dean of Students-BMS		
Arlan Edwards	Middle School Counselor		

**Recommendation:** Elizabeth Coleman is very experienced in the game of softball. Elizabeth was a player publicly as well as played the game while in the service. Elizabeth has played every position on the field and knows the rules of the sport. She is willing to learn the newest rules for the game and teach the players. She is also a middle school teacher which helps in the areas of eligibility, attendance, and most especially behaviors of the students/athletes.

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: \$860.00	Placement: <u>Exp: 0</u>	Contract Days: 2017-2018 Activity Season	

Prepared by:     Sherie Blue     Date 2/6/18 Approved by: \_\_\_\_\_ Date: \_\_\_\_\_

**BOARD AGENDA REQUEST**