

Browning Public Schools
Board Agenda Request
Meeting To Be Held: October 11, 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: October 4, 2016

To: **John Rouse**
 Superintendent of Schools

From: Jason Andreas
Title: HR Director

Subject: Hiring Bus Driver positions for the 2016-2017 Year:

Description: Wayne Hall recommends the following hire for bus driver:

✚ Brenda Guardipee, Bus Driver, Transportation, L2/SP, \$12.54/hr.

Financial Impact: Per Classified Labor Agreement

Attachment(s): Hiring Selection Reports

Superintendent Action: Approved Denied Deferred Initial & date: _____

Comments: _____

Board Action: N/A (Info) Approved Denied Tabled to: _____



Browning Public Schools Hiring Selection Report

Position Bus Driver		Applicant Recommended Brenda Guardipee	
Department/Location Transportation		Supervisor Wayne Hall	
Type of Position Classified	Starting Date 09/30/2016	Term 2016-2017 School Year	

Recruiting	Date Posted: 06/23/2015	Closing Date: Open Until Filled
<p>Comments: Interviews not conducted. Please reference Board Policy 5120, Exceptions: The competitive selection process may be unnecessary in the following circumstances:</p> <p>A. Coaches and sponsors having preference as provided under the above section, Preferences, paragraph 3(A). B. Only one applicant is qualified and meets eligibility requirements and further recruiting is impractical. C. The applicant is part of a general pool of temporary workers including substitutes from which supervisors may select and employ as needed. This exception does not apply to temporary employees or short-term workers to be hired for summer work.</p>		

Applicants					
No.	Name (Alphabetical by Last Name)	Date Application Received	Minimum Requirements Met?	Date Interviewed	Final Ranking
N/A					

Interview Committee			
Name	Title	Name	Title
N/A			

Recommendation: Brenda has drove school bus in the past and has the necessary skill and experience to be a bus driver.

Pre-Employment Requirements	Date Initiated	Completed? (Y)es (N)o	Results Received (Negative = OK)
Drug test	9/7/2016	Yes	Ok
Criminal background check	09/15/2016	Yes	Ok
TB documentation	10/26/2015	Yes	Ok

Salary: \$12.54	Placement: <u>L2/SP</u>	Contract Days: 189
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Prepared by: Sherie Blue Date 10/04/2016 Approved by: _____ Date: _____