

Browning Public Schools  
**Board Agenda Request**  
Meeting To Be Held: May 31, 2017



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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:**     May 25, 2017

**To:**         **John Rouse**  
                  Superintendent of Schools

**From:**     Jason Andreas  
**Title:**       Human Resources Director

**Subject:**   **Hiring: Elementary Teacher, Glendale 2017-2018**

**Description:** The following individuals are being recommended for hire for the certified elementary positions for the 2017/2018 School Year.

 Mona Shortman, Elementary Teacher, Glendale Colony, BA+20/10, \$55,782.00

**Financial Impact:** Per Master Contract

**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

Position <b>Elementary Teacher</b>		Applicant Recommended <b>Mona Shortman</b>	
Department/Location <b>Glendale Colony</b>		Supervisor <b>Billie Jo Juneau</b>	
Type of Position <b>Certified</b>	Starting Date <b>August 2017</b>	Term <b>2017-2018 School Year</b>	

<b>Recruiting</b>	Date Posted: <b>04/05/2017</b>	Closing Date: <b>Open Until Filled</b>
Comments:		

<b>Applicants</b>				
No.	Name (Alphabetical by Last Name)	Date Application Re- ceived	Minimum Re- quirements Met?	Date Interviewed
	Shortman, Mona		Yes	5/11/2017

<b>Interview Committee</b>			
Name	Title	Name	Title
Billie Jo Juneau	Rural Principal		
Ellen Christopher-son	SPED TA		
Dan Anderson	Classroom Teacher		

**Recommendation:** Mona Shortman is highly qualified for this position. She has several years of experience working in the Hutterite schools. She is very knowledgeable in Montanan common core and various programs. Mona also has several years as an educator.

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

Salary: <b>\$55,782.00</b>	Placement: <b><u>BA+20/10</u></b>	Contract Days: <b>187</b>
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Prepared by: Sherie Blue      Date 5/23/2017      Approved by: \_\_\_\_\_ Date: \_\_\_\_\_