

Browning Public Schools  
**Board Agenda Request**  
Meeting To Be Held: October 29, 2019



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**Recognition:**   ☐ Students                      ☐ Staff                      ☐ Parents  
**Information:**   ☐ 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 ☒ Elementary (only)                      ☐ High School/District Wide

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**Date:**      October 23, 2019

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

**From:**      John Salois  
**Title:**        Director of Human Resources

**Subject: Hiring: Assistant Cook-VC**

**Description:** Lynne Keenan is recommending the following for hire:

🚩 Donald ComesAtNight, Assistant Cook

**Financial Impact:** Per Classified Salary Schedule L1/0 Exp (\$13.13-\$13.73 after successful completion of 90-day probationary period)

**Attachment(s):** Hiring Selection Report

**Superintendent Action:**   ☐ Approved ☐ Denied    ☐ Deferred    Initial & date: \_\_\_\_\_

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

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



## Browning Public Schools Hiring Selection Report

Position <b>Supper Program Assistant Cook</b>		Applicant Recommended <b>Donald ComesAtNight</b>	
Department/Location <b>Food Service</b>		Supervisor <b>Lynne Keenan</b>	
Type of Position <b>Classified</b>	Starting Date <b>11/1/19</b>	Term <b>9 Month Position</b>	

<b>Recruiting</b>	Date Posted: 7/30/19	Re-advertised:	Closing Date: Open Until Filled
Comments:			

No.	Applicants Name (Alphabetical by Last Name)	Date Application Received	Minimum Requirements Met?	Date Interviewed
	Kelli Aimsback	8/22/19	Yes	9/11/19
	Donald ComesAtNight	8/21/19	Yes	9/11/19
	Rebecca Crawford		Yes	9/11/19
	Dawn DayRider	8/28/19	Yes	9/11/19
	Bryan Potts	8/13/19	Yes	9/11/19
	Brent StillSmoking	8/20/19	Yes	9/11/19
	Cecelia Whiteman	7/31/19	Yes	9/11/19

Interview Committee	Title	Name	Title
Lynne Keenan	Food Service Director		
Bonnie McKenny	Copy Center		
Dixie Guardipee	Facilities Secretary		

<b>Recommendation:</b>
Donald ComesAtNight has worked in the school setting and has experience in a restaurant.

Pre-Employment Requirements	Date Initiated	Completed? (Y)es (N)o	Results Received (Negative = OK)
Drug test	On File	Yes	Negative
State & Federal Criminal background check	On File	Yes	Negative
Tribal Background check	On file	Yes	Negative

Salary: \$13.13/\$13.73	Placement: Exp: 0	Contract Days: 189 Days
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Prepared by: John E. Salois Date 10/30/19 Approved by: \_\_\_\_\_ Date: \_\_\_\_\_