

Browning Public Schools
Board Agenda Request
Meeting to Be Held: October 26, 2022



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 20, 2022

To: Corrina Guardipee-Hall
 Superintendent of Schools

From: John Salois
Title: Director of Human Resources

Subject: Hiring: Site Supervisor/Food Service 2022-2023

Description: Lynne Keenan, Food Service Director, is recommending the following for hire:

➡ Kenneth King, Site Supervisor, Food Service
Pending successful completion of pre-hiring process

Financial Impact: TBA

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): Hire Selection Report

Approval: Superintendent's Office/Finance/Personnel as applicable (Initial)_____

Comments: _____

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

Human Resources

Browning Public Schools
Hiring Selection Report

Position Food Service – Site Supervisor		Applicant Recommended Kenneth King	
Department/Location Food Service		Supervisor Lynne Keenan	
Type of Position Professional/Technical	Starting Date TBA	Term 260 Day	

Recruiting

Date Posted: 7/19/2022

Closing Date: Until Filled

Comments:

No.	Applicants Name (Alphabetical by Last Name)	Date Application Received	Minimum Requirements Met?	Date Interviewed
	Kenneth King	10/4/2022	Yes	10/10/2022

Interview Committee	Title	Name	Title
Lynne Keenan	Food Service Director		
Reid Reegan	Maintenance/Facilities Director		
Bonnie McKinney	Copy Center Operator		

Recommendation: Kenneth King is recommended based upon his experience in the food service industry and leadership skills.

Pre-Employment Requirements	Date Initiated	Completed? (Y)es (N)o	Results Received (Negative = OK)
Drug test	10/18/2022	Yes	Ok
State & Federal Criminal background check	10/18/2022	Pending	Pending
Tribal Background check	10/20/2022	Pending	Pending

Salary: TBA

Placement: Exp

Contract Days:

Prepared by: _____ Date

Approved by: _____ Date: _____