

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: Custodian**

**Description:** Glenn Hall, Custodial/Security Director, is recommending the following individual for hire:

 Darryl Butterfly, Flex Custodian, Custodial, L2/SP, \$13.09/hr.

**Financial Impact:** Per Classified Labor Agreement

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

**BOARD AGENDA REQUEST**



## Browning Public Schools Hiring Selection Report

Position <b>Flex Custodian</b>		Applicant Recommended <b>Daryl Butterfly</b>	
Department/Location <b>Custodial</b>		Supervisor <b>Glenn Hall</b>	
Type of Position <b>Classified</b>	Starting Date <b>6/5/2017</b>	Term <b>2016-2017 Fiscal Year</b>	

<b>Recruiting</b>	Date Posted: 04/19/2017	Closing Date: 5/3/2017
Comments: Applicant was the only applicant for this position. No interview needed per district policy #5120: <b>Selection Process, section B. Only one applicant is qualified and meets eligibility requirements and further re-</b> <b>cruiting is impractical.</b>		

<b>Applicants</b>				
No.	Name (Alphabetical by Last Name)	Date Application Re- ceived	Minimum Re- quirements Met?	Date Interviewed
	Butterfly, Darryl		Yes	N/A

<b>Interview Committee</b>			
Name	Title	Name	Title
N/A			

**Recommendation:** Daryl was picked for the flex position because of his lifting ability, his knowledge of equipment and his ability to do minor repairs. He also can deal with the public and his peers in a positive manner.

Pre-Employment Requirements	Date Initiated	Completed? (Y)es (N)o	Results Received (Negative = OK)
Drug test	5/9/2017	yes	Ok
Criminal background check	5/9/2017	yes	Ok
TB documentation	4/25/2017	yes	Ok

Salary: \$13.09/hr	Placement: <u>L2/SP</u>	Contract Days: 260
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Prepared by: Sherie Blue Date 5/23/2017 Approved by: \_\_\_\_\_ Date: \_\_\_\_\_

### BOARD AGENDA REQUEST