

Browning Public Schools
Board Agenda Request
Meeting To Be Held: December 13, 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: December 6, 2016

To: **John Rouse**
 Superintendent of Schools

From: Jason Andreas
Title: HR Director

Subject: **Hiring Bus Driver position**

Description: Wayne Hall recommends the following hire:

👤 Ellen Baker, Bus Driver, Transportation, L2/SP, \$13.09/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 Ellen Baker	
Department/Location Transportation		Supervisor Wayne Hall	
Type of Position Classified	Starting Date 12/14/2016	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: Ellen has all endorsements and subbing as a bus driver. She is learning the bus routes as well as monitoring the behavior as a driver. She was the director of transportation for the Blackfeet Tribe and I feel she will do a great job in this position.			
Pre-Employment Requirements	Date Initiated	Completed? (Y)es (N)o	Results Received (Negative = OK)
Drug test	10/24/2016	Yes	Ok
Criminal background check	10/4/2016	Yes	Ok
TB documentation	10/18/2016	Yes	Ok

Salary: \$13.09	Placement: <u>L2/SP</u>	Contract Days: 189
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Prepared by: Sherie Blue Date 12/06/2016 Approved by: _____ Date: _____