

Browning Public Schools  
**Board Agenda Request**  
Meeting To Be Held: September 13, 2022



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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:**      September 6, 2022

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

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

**Subject: Substitute Eligibility Roster 2022-2023**

**Description:** The substitute list is generated from our Personnel Management System and shows all eligible substitute teachers and temporary substitutes.

To provide substitutes for our schools, Substitute Workshop Facilitators will conduct Substitute Teaching workshops Ms. Wilson will facilitate future trainings/sub workshops to be used throughout the school year. Trainings will consist of preparing, presenting, recording, editing, and finalizing workshops. Right to Know Workshops for Custodian and Food Service substitutes, Food Handlers Workshop for Food Service Workers and assistant in obtaining CDLs for Bus Drivers are also provided. Those who complete the training, paperwork, background check, drug & alcohol testing are added to the list. Some who sign up, however, choose not to substitute or find regular jobs. In order to maintain the list, the Human Resources Department has sent notices to all who were on the list requesting they return the notice if they wished to continue on our substitute list. The attached list indicates those that have returned the notice requesting to remain on the substitute list. We will be updating our list from time to time as new substitutes become eligible. Substitutes are paid according to the Temporary Compensation Plan. Adopted by the Board of Trustees.

**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):** 2022-2023 Substitute/Temporary List

**Approval:** Superintendent's Office/Finance/Personnel as applicable (Initial)\_\_\_\_\_

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

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

#	Last Name	First Name	Phone #	Approved Subbing Location
1	Augare	Jon Glen	406 845-2217	Teacher, Teacher Assistant, Extra-Curricular
2	Fleury	Wilma	406 338-5576	Teacher, Teacher Assistant, Extra-Curricular
3	Nomee	Cce'Preela	406 450-1856	Teacher, Teacher Assistant
4	TailFeathers	Joshua	406 250-4137	Teacher, Teacher Assistant, Maintenance, Warehouse, Custodian, Cook, Security (Pending Drivers License), Clerical, Extra-Curricular
5	Ground	Bertha (Dawn)	406 845-9293	Teacher, Teacher Assistant, Child Care Aide
6	SkunkCap	Gayle	406 845-8032	Bus Driver
7	Arnoux	Carl	406-450-4351	Warehouse, Security, Extra Curricular (pending pre-hire)
12	No Runner	Gerald	406 338-5160 270-3578	Extracurricular (pending pre-hire)
13	Augare	JoAnn	406 338-5796	Clerical, KW Vina/BHS (pending pre-hire)