

Browning Public Schools
Board Agenda Request
Meeting To Be Held: October 11, 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: October 4, 2016

To: **John Rouse**
 Superintendent of Schools

From: Jason Andreas
Title: HR Director

Subject: Hiring of Classified Elementary positions for the 2016-2017 Year:

Description:

🚦 Ram Wells, Personal Care Attendant, KW Bergan, L1/SP, \$10.97

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 Personal Care Attendant | | Applicant Recommended Ram Wells | |
| Department/Location Special Services/KW Bergan | | Supervisor Jill Mattingly/Tonia Tatsey | |
| Type of Position Classified | Starting Date 09/30/2016 | 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).</p> <p>B. Only one applicant is qualified and meets eligibility requirements and further recruiting is impractical.</p> <p>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: Ram has worked at Napi Elementary as a substitute teacher for about a year. During this time he worked as a sub in the special education room. He has demonstrated that he has the patience needed to work with this population. I feel that Ram will be an asset to the special education department, and will continue to grow in his knowledge and abilities.

| Pre-Employment Requirements | Date Initiated | Completed? (Y)es (N)o | Results Received (Negative = OK) |
|------------------------------------|----------------|--------------------------|-------------------------------------|
| Drug test | 10/2/2015 | Yes | Ok |
| Criminal background check | 10/17/2015 | Yes | Ok |
| TB documentation | 9/22/2015 | Yes | Ok |

| | | |
|-----------------|-------------------------|--------------------|
| Salary: \$10.97 | Placement: <u>L1/SP</u> | Contract Days: 189 |
|-----------------|-------------------------|--------------------|

Prepared by: Sherie Blue Date 10/04/2016 Approved by: _____ Date: _____