Browning Public Schools

Board Agenda RequestMeeting To Be Held: April 9, 2019



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: April 2, 2019 To: Corrina Guardipee Hall Superintendent of School Human Resources Director Subject: Substitute Eligibility Roster 2018-2019 Description: The substitute list is generated from our Personnel Management System and shows all eligible stitute teachers and temporary substitutes. To provide substitutes for our schools, Substitute Workshop Facilitators will conduct one (1) Substitute Teating workshop six (6) times throughout the school year beginning September 13, 2018. Ms. Wilson of facilitate future trainings/sub workshops to be used throughout the school year. Trainings will consipreparing, presenting, recording, editing, and finalizing workshops Right to Know Workshops for Custodian and Food Service substitutes, Food Handlers Workshop for Food Svice Workers and assistant in obtaining CDLs for Bus Drivers are also provided. Those who complete the tring, paperwork, TB test, background check, drug & alcohol testing are added to the list. Some who sign up, sever, choose not to substitute or find regular jobs. In order to maintain the list, the Personnel Department has notices to all who were on the list requesting the yreturn 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, will be updating our list from time to time as new substitutes become eligible. Substitutes are paid according the Temporary Compensation Plan. Adopted by the Board of Trustees.	Information:	Duilding ReportResignationTravel Out-of-StateTermination	Old Business Hiring	Superintendent's Report				
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Funding Source (Rudget/grant, etc.): Salaries benefits and payroll costs to be charged against budgets for	preparing, Right to Kr vice Worke ing, paperw ever, choos notices to a	presenting, recording, editing how Workshops for Custodian a ers and assistant in obtaining CI work, TB test, background check se not to substitute or find regulable who were on the list requesting tached list indicates those that I	g, and finalizing workshand Food Service substitute DLs for Bus Drivers are also, drug & alcohol testing a par jobs. In order to maintaing they return the notice if have returned the notice re	es, Food Handlers Workshop for Food Serso provided. Those who complete the train re added to the list. Some who sign up, how in the list, the Personnel Department has self they wished to continue on our substitute questing to remain on the substitute list. W				
spective building/department/program/grant as applicable.	will be upd	•	ted by the Board of Truste					
Attachment(s): 2018-2019 Substitute/Temporary List	will be upd the Tempor Funding Se	rary Compensation Plan. Adop ource (Budget/grant, etc.): Sa	laries, benefits, and payrol	es.				
New to list:	will be upd the Tempor Funding Se spective bu	ource (Budget/grant, etc.): Sa nilding/department/program/grant nt(s): 2018-2019 Substitute/Te	laries, benefits, and payrol nt as applicable.	es.				
Approval: Superintendent's Office/Finance/Personnel as applicable (Initial)	will be upd the Tempor Funding Se spective bu Attachmer New to list:	rary Compensation Plan. Adopource (Budget/grant, etc.): Satisfied in Satisfied Plan (Budget/grant, etc.): Satisfied Plan (laries, benefits, and payrol nt as applicable. mporary List	es. I costs to be charged against budgets for re-				

#	Last Name	First Name	Phone #	Approved Subbing Location
1	Dog Taking Gun	Alden	338-5512	Custodian
2	Kipp	Guy	450-4258	Teacher or Teacher Assistant at BHS & WBHA