



Browning Public Schools

Human Resources Department

School District No. 9, Glacier County, Montana

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March 8, 2018

MEMORANDUM

TO: Tony Wagner, Athletic Director
and Student Activities

FROM: Emorie Davis Bird, Director
Human Resources 

SUBJECT: LANE CHANGE MOVEMENT OF VACANT POSITION – STUDENT ACTIVITIES
SECRETARY

The purpose of this communicate is to inform you of the lane change movement of the vacant position Student Activities Secretary.

The Superintendent, Corrina Guardipee-Hall met and conferred with classified union president, Josephine Wagner, regarding the lane placement of the position. Consequently, the position will be moved from Lane 3/S1 to Lane 2/S1, resulting in a salary change of \$16.32 to \$14.77; a difference of \$1.55. The job description will need to be modified to include the Ee Kah Kii Maht activities and summer recreational activities duties the position will be tasked. These extra duties effectively change the position from eleven months to twelve months.

Further, the Student Activities Secretary will be re-advertised internally for seven (7) days. Should you have any questions, please feel free to contact me at 338-2715. Thank you.

cc: Josephine Wagner, Classified Union President
Rikie Calcia, Benefits Clerk
Jessica Rutherford, Payroll Clerk
Corrina Guardipee-Hall, Superintendent


