

Browning Public Schools
Board Agenda Request
Meeting To Be Held: November 29, 2023



-
- 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: November 16, 2023
To: Corrina Guardipee Hall **From:** Beverly Sinclair
Superintendent of School Human Resources Director

Subject: Substitute Eligibility Roster 2023-2024

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.

Pending Successful Background Checks

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): 2023-2024 Substitute/Temporary List

Approval: Superintendent's Office/Finance/Personnel as applicable (Initial) _____

Comments: _____

Board Action: N/A (Info) Approved Denied Tabled to: _____

#	Last Name	First Name	Phone #	Approved Subbing Location
1	Norunner	Gerald	406-270-3578	Extra-curricular, security
2	Edwards	Johnnylee	406-260-3867	Custodian, maintenance Pending successful background
3	Bird	Mikell	406-338-2913	Teacher, TA, all schools except BHS extracurricular, clerical Pending successful background
4	Garrow	Lindsey	406-260-6959	Teacher, TA, all schools except BHS extracurricular, clerical Pending successful background
5	Higgins	Matthew	406-450-6734	Food service Pending successful background
6	BullChild	Wendy	406-450-1586	Security, extracurricular, clerical, radio operator Pending successful background
7	ChargesStrong	Autumn	406-845-2055	Teacher, TA, all schools except BHS Pending successful background
8	Murray	Myles	406-845-2055	Teacher, TA, custodian, security, maintenance, extra-curricular, warehouse Pending successful background
9	Valandra	Jhett J	406-850-4954	Teacher, TA Napi and BHS only Pending successful background
10	McLean	Libby	406-845-5429	Teacher, TA all schools except BHS Pending successful background
11	Wood	Teresa	406-472-3227	Teacher, TA Pending successful background
12	Ireland	Zachary	406-260-3161	Teacher, TA Pending successful background
13	Talksdifferent	Kandis	406-790-5459	Teacher, TA Pending successful background
14	DuCharme	Dale	406-450-8165	ONLY FOOD SERVICES Per Superintendent Pending successful background
15	LaForge	Daniel	406-370-1715	Coaching Pending successful background

16	Gray	Darlana	406-845-9248	Teacher & TA except KW/Vina, extra-curricular, clerical
17	Niccum	Sara	765-639-8880	Teacher, TA, extra-curricular, clerical, food service, warehouse
18	BullChild	Kourtney	406-450-3007	Teacher at BMS & BHS, extra-curricular, clerical
19	Berthelson	Megan	406-450-3452	Teacher only BES, Napi, BMS
20	Conway	Kelsey	406-564-0878	Teacher only Napi & BHS
21	Goss	Beth	406-338-3233	Teacher, TA