

Browning Public Schools  
**Board Agenda Request**  
Meeting To Be Held: September 28, 2017



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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 28, 2017

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

**From:**      Emorie Davis Bird  
**Title:**      Director of Human Resources

**Subject: Personal Care Attendant**

**Description:** Jill Mattingly, Director of Special Services, is recommending the following individual for emergency hire for the 2017-2018 School Year:

✚ Korrina Kennedy, Personal Care Attendant, KW/Vina, L2/SP, 12.62/hr.

**Financial Impact:** Per Classified Labor Agreement

**Attachment(s):** Hiring Selection Report

**Superintendent Action:**    Approved  Denied     Deferred    Initial & date: \_\_\_\_\_

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

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



## Browning Public Schools Hiring Selection Report

Position <b>Personal Care Attendant</b>		Applicant Recommended <b>Korrina Kennedy</b>	
Department/Location <b>KW Bergan/Vina Chattin</b>		Supervisor <b>Jill Mattingly/Tonia Tatsey</b>	
Type of Position <b>Classified</b>	Starting Date <b>10/2/2017</b>	Term <b>2017-2018 School Year</b>	

<b>Recruiting</b>	Date Posted: n/a	Closing Date: n/a
Comments: Emergency Hire		

<b>Applicants</b>					
No.	Name (Alphabetical by Last Name)	Date Application Received	Minimum Requirements Met?	Date Interviewed	Final Ranking
N/A					

<b>Interview Committee</b>			
Name	Title	Name	Title
N/A			

**Recommendation:** Korrina has worked as a sub in the district and has experience as a Personal Care Attendant. She is always eager to learn new things and is very dependable.

<b>Pre-Employment Requirements</b>	Date Initiated	Completed? (Y)es (N)o	Results Received (Negative = OK)
Drug test	10/24/2014	Yes	Ok
Criminal background check	11/4/2014	Yes	Ok
TB documentation	10/6/2014	Yes	Ok

Salary: \$12.62	Placement: <u>L1/SP</u>	Contract Days: 189
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Prepared by: Sherie Blue Date 9/28/2017 Approved by: \_\_\_\_\_ Date: \_\_\_\_\_