

Browning Public Schools
Board Agenda Request
Meeting To Be Held: March 28, 2018



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

Date: March 20, 2018

To: Corrina Guardipee-Hall
 Superintendent of Schools

From: Emorie Davis Bird
Title: Director of Human Resources

Subject: Hiring – Part-time Child Care Aide

Description: Carrie Hirst, Parent Outreach Community Coordinator, would like to recommend the following individual for hire for the 2017-2018 school year:

✚ Monica Kipling, Part-Time Child Care Aide I, Child Care Program, (L1/SP), \$12.62/hr.

Financial Impact: Per Classified Labor Agreement

Attachment(s): Hiring Selection Report

Superintendent Action: Approved Denied Deferred Initial & date: _____

Comments: _____

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



Browning Public Schools Hiring Selection Report

Position Part-Time Child Care Aide I		Applicant Recommended Monica Kipling	
Department/Location Child Care Program		Supervisor Carrie Hirst	
Type of Position Classified	Starting Date TBD	Term 2017-2018 School Year	

Recruiting	Date Posted: 1/2/2018	Closing Date: Open Until Filled
Comments:		

Applicants				
No.	Name (Alphabetical by Last Name)	Date Application Received	Minimum Requirements Met?	Date Interviewed
	Belcourt, Bristen		Yes	2/28/18
	Kipling, Monica		Yes	2/28/18

Interview Committee			
Name	Title	Name	Title
Kami Wellman	Child Care Aide II		
Jerelyn Gobert	HiSet Tutor		

Recommendation: Monica has experience with young children as she worked for Block Grant as a private childcare contractor. Monica has a sweet disposition and that is what we are looking for in our facility.

Pre-Employment Requirements	Date Initiated	Completed? (Y)es (N)o	Results Received (Negative = OK)
Drug test	On file	yes	Ok
Criminal background check	Pending	No	
TB documentation	on file	yes	Ok

Salary: \$12.62/hr.	Placement: <u>L1/SP</u>	Contract Days: 189
---------------------	-------------------------	--------------------

Prepared by: Sherie Blue Date 3/20/18 Approved by: _____ Date: _____