

Browning Public Schools  
**Board Agenda Request**  
Meeting To Be Held: 2/26/2020



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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:**    2/18/2020

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

**From:**    John E Salois  
**Title:**     Director of Human Resources

**Subject: Hiring: Teacher Assistant Browning Elementary School**

**Description:** Sheila Hall, Principal, Browning Elementary School, is recommending the following for hire:

- ✚ Dale Ducharme for Teacher Assistant at BES (Exp: 0), L2 \$14.76 (\$15.37 after successful completion of 90-day probationary period)

**Financial Impact:** Per Classified Salary Schedule: Classified Labor Agreement 2018-2021

**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>Teacher Assistant</b>		Applicant Recommended <b>Dale Ducharme</b>	
Department/Location <b>Browning Elementary School</b>		Supervisor <b>Sheila Hall</b>	
Type of Position <b>Classified</b>	Starting Date <b>3/2/2020</b>	Term <b>2019-2020 AY</b>	

<b>Recruiting</b>	Date Posted: <b>12/18/2020</b>	Closing Date: <b>Until Filled</b>
<b>Comments:</b>		

No.	Applicants Name (Alphabetical by Last Name)	Date Application Received	Minimum Requirements Met?	Date Interviewed
	Dale Ducharme	1/7/2020	Yes	2/5/2020
	Ellen Hall	1/16/2020	Yes	No Show
	Santonja Lesmeister	1/6/2020	Yes	No show

Interview Committee	Title	Name	Title
Sheila Hall	BES Principal		
Billie Jo Juneau	Babb Principal		
Kylie Black	BES Instructional Coach		

**Recommendation:** Dale is invested in education and BPS students. He has demonstrated professionalism skills and work ethic as a substitute with the District which aligns with the BES Vision for students. He currently holds an AS in Health and Wellness and is working on his BA in Education.

Pre-Employment Requirements	Date Initiated	Completed? (Y)es (N)o	Results Received (Negative = OK)
Drug test	On file	Yes	Ok
State & Federal Criminal background check	On file	Yes	Ok
Tribal Background check	On File	Yes	OK

Salary: \$14.76 probationary/\$15.37	Placement: <u>Exp: 0</u>	Contract Days: 187 day
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Prepared by: John E. Salois Date 2/18/2020 Approved by: \_\_\_\_\_ Date: \_\_\_\_\_