

Browning Public Schools
Board Agenda Request
Meeting To Be Held: September 29, 2016



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: September 20, 2016

To: **John Rouse**
 Superintendent of Schools

From: Jason Andreas
Title: HR Director

Subject: Hiring of Classified positions for the 2016-2017 Year:

Description: Activities Director Tony Wagner and Custodian Supervisor Malcolm Hagberg recommend the following hire:

✚ Blake Boushie, Custodian, Facilities, High School, L2/SP, \$12.54/hr.

Financial Impact: Per Classified Labor Agreement

Attachment(s): Hiring Selection Reports

Superintendent Action: Approved Denied Deferred Initial & date: _____

Comments: _____

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



Browning Public Schools Hiring Selection Report

| | | | |
|---|-----------------------------|---|--|
| Position Custodian | | Applicant Recommended Blake Boushie | |
| Department/Location Facilities/Gym Custodian | | Supervisor Malcolm Hagberg/Tony Wagner | |
| Type of Position Classified | Starting Date 09/30/2016 | Term 2016-2017 School Year | |

Recruiting Date Posted: 08/16/2016 Closing Date: Open Until Filled

Comments: Interviews not conducted. Please reference Board Policy 5120, Exceptions: The competitive selection process may be unnecessary in the following circumstances:

A. Coaches and sponsors having preference as provided under the above section, Preferences, paragraph 3(A).
 B. Only one applicant is qualified and meets eligibility requirements and further recruiting is impractical.
 C. The applicant is part of a general pool of temporary workers including substitutes from which supervisors may select and employ as needed. This exception does not apply to temporary employees or short-term workers to be hired for summer work.

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

| Interview Committee | Title | Name | Title |
|---------------------|-------|------|-------|
| N/A | | | |

Recommendations: Tony Wagner and Malcolm Hagberg recommend that Blake Boushie, be hired from the substitute hiring list, as the gym custodian at the high school. He has proven himself to be a hard worker as well as being very dependable.

| Pre-Employment Requirements | Date Initiated | Completed? (Y)es (N)o | Results Received (Negative = OK) |
|-----------------------------|----------------|--------------------------|-------------------------------------|
| Drug test | 2/16/2016 | Yes | Ok |
| Criminal background check | 10/16/2015 | Yes | Ok |
| TB documentation | 9/22/2004 | Yes | Ok |

| | | |
|-----------------|-------------------------|--------------------|
| Salary: \$12.54 | Placement: <u>L2/SP</u> | Contract Days: 189 |
|-----------------|-------------------------|--------------------|

Prepared by: Sherie Blue Date 09/21/2016 Approved by: _____ Date: _____