

Browning Public Schools
Board Agenda Request
Meeting To Be Held: January 10, 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: January 3, 2017

To: **John Rouse**
 Superintendent of Schools

From: Jason Andreas
Title: HR Director

Subject: Hiring Volleyball Coach position for the 2016-2017 Sports Season

Description:

✚ Jennifer Reed, Volleyball Coach, Babb Elementary, Exp: 0, \$430.00

Financial Impact: Per Extra-Curricular Salary Schedule

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 Volleyball Coach		Applicant Recommended Jennifer Reed	
Department/Location Babb Elementary		Supervisor Tony Wagner	
Type of Position Extra-Curricular	Starting Date TBD	Term 2016-2017 Sports Season	

Recruiting Date Posted: 6/8/2016 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

Interview Committee			
Name	Title	Name	Title
N/A			

Recommendation: Jennifer Reed has experience not only coaching at the elementary level but also for Babb Elementary. She is a very reliable employee and is able to work with minimal supervision which is necessary for the position. I would strongly recommend hiring her for the volleyball coach for Babb.

Pre-Employment Requirements	Date Initiated	Completed? (Yes (N)o	Results Received (Negative = OK)
Drug test	09/13/20136	Yes	Ok
Criminal background check	11/28/2008	Yes	Ok
TB documentation	02/25/2014	Yes	Ok

Salary: \$430.00 Placement: Exp: 0 Contract Days: TBD

Prepared by: Sherie Blue Date 1/4/2017 Approved by: _____ Date: _____