

Browning Public Schools
Board Agenda Request
Meeting To Be Held: February 13, 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: February 6, 2018

To: Corrina Guardipee-Hall
 Superintendent of Schools

From: Emorie Davis Bird
Title: Director of Human Resources

Subject: Hiring: Napi Athletic Coordinator 2017-2018 School Year

Description: Tony Wagner, Director of Student Activities, would like to recommend the following individual for hire for the 2017-2018 school year:

✚ Carson Bryant, Athletic Coordinator, Napi Elementary, (Exp: 0) \$2,000.00

Financial Impact: Extra-Curricular Salary Schedule

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 Athletic Coordinator		Applicant Recommended Carson Bryant	
Department/Location Napi Elementary		Supervisor Tony Wagner	
Type of Position Extra-Curricular	Starting Date 2/14/2018	Term 2017-2018 School Year	

Recruiting Date Posted: 1/22/2018 Closing Date: N/A

Comments: No interview needed per district policy #5120: **Selection Process, section C**. 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.
 The superintendent is directed to establish and implement procedures to carry out this policy.

No	Applicants Name (Alphabetical by Last Name)	Date Application Received	Minimum Requirements Met?	Date Interviewed
1	Bryant, Carson		Yes	N/A

Interview Committee	Title	Name	Title
N/A			

Recommendation: Mr. Bryant has coached three seasons of various sports, and understand the responsibilities and expectations, of team coaches. He understands the chain-of-command of Browning athletics, and who to communicate with in-order to obtain anything needed by any teams. Mr. Bryant has built positive relationships with the elementary school athletes and their families. Mr. Bryant has experience in obtaining and organizing Purchase Orders for out of town events, and securing reservations for team meals and organizing transportation for out of town events. He has completed all concussion and first aid requirements for the year, and knows how to locate them for any coach that would like to complete them. As a coach, he has been able to organize rosters, and equipment, manage out of town events, and still complete my classroom work.

Pre-Employment Requirements	Date Initiated	Completed? (Yes (N)o	Results Received (Negative = OK)
Drug test	On file	yes	Ok
Criminal background check	on file	yes	Ok
TB documentation	on file	yes	Ok
Salary: \$2,000.00	Placement: <u>Exp: 0</u>	Contract Days: 2017-2018 School Year	

Prepared by: Sherie Blue Date 2/6/18 Approved by: _____ Date: _____