

Browning Public Schools  
**Board Agenda Request**  
Meeting To Be Held: November 9, 2021



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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:**   November 2, 2021

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

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

**Subject: Hiring: Warehouse Supply Clerk**

**Description:** Lynne Keenan is recommending the following for hire:

 Darren Wing, Warehouse Supply Clerk  
**Pending Successful Completion of Pre-Hire Process**

**Financial Impact:** Per Classified Salary Schedule L2/Exp0 (\$14.98-\$16.60 after successful completion of 90-day probationary period)

**Funding Source:** Impact Aide

**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 <b>Warehouse Supply Clerk</b>		Applicant Recommended <b>Darren Wing</b>	
Department/Location <b>Child Nutrition</b>		Supervisor <b>Lynne Keenan</b>	
Type of Position <b>Classified</b>	Starting Date <b>TBD</b>	Term <b>260 day</b>	

**Recruiting**      Date Posted: 9/23/21      Re-advertised: N/A      Closing Date: Until Filled

**Comments:**

No.	Applicants Name (Alphabetical by Last Name)	Date Application Received	Minimum Requirements Met?	Date Interviewed
	Robert Boushie	10/11/21	Yes	10/13/21
	Lee DustyBull	10/3/21	Yes	10/13/21
	John Gallagher-Horn	9/29/21	Yes	10/13/21
	Ronald Ingraham	9/26/21	Yes	10/13/21
	William Lawrence	10/11/21	Yes	10/13/21
	Darren Wing	9/24/21	Yes	10/13/21

Interview Committee		Title	Name	Title
Lynne Keenan	Director Child Nutrition			
Jamie Albert	Child Nutrition Site Supervisor			
Dixie Guardipee	Facilities Secretary			

### Recommendation:

Darren Wing has experience in similar jobs that can be applied to the warehouse supply clerk position. He is a graduate of Browning High School and has attended college for general studies.

Pre-Employment Requirements	Date Initiated	Completed? (Y)es (N)o	Results Received (Negative = OK)
Drug test	9/28/21	Yes	Ok
State & Federal Criminal background check	9/22/21	Yes	Ok
Tribal Background check	9/22/21	Yes	Ok

Salary: \$14.98-\$16.60      Placement: L2/0      Contract Days: 189 Days

Prepared by: John E. Salois      Date 11/2/21 Approved by: \_\_\_\_\_ Date: \_\_\_\_\_