

Browning Public Schools
Board Agenda Request
Meeting To Be Held: November 10, 2020



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- 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: 11/4/2020

To: **Corrina Guardipee-Hall**
 Superintendent

From: John E Salois
Title: Human Resources Director

Subject: **Professional/Technical Contract Data Specialist/Grant Compliance Administrative Assistant**

Description: Corrina Guardipee-Hall has approved the transfer of Gerald Parrent Jr from Assistant Secretary at BHS (Classified), to Data Specialist/Grant Compliance Administrative Assistant (Professional Technical 260 day position). As the new position is a Professional Technical Position it is not under the classified pay scale and a contract needs to be approved. Request approval of 260-day contract for \$45,000 annual prorated for 159 days November 11, 2020 to June 30, 2021: \$27,519.00

Justification: Same as start salary for previous employee in the Data Specialist/Grant Compliance Administrative Assistant

Financial Impact: \$27,519.00 pro-rated from \$45,000.00

Funding Source (Budget/grant, etc.): Impact Aid

Attachment(s): N/A

Approval: Superintendent's Office/Finance/Personnel as applicable (Initial) _____

Comments: _____

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