

Browning Public Schools  
**Board Agenda Request**  
Meeting to Be Held: 5/24/2018



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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

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**Date:**        5/11/2018

**To:**            **Corrina Guardipee Hall**  
                    Superintendent

**From:**        Emorie Davis Bird  
                    Title:        Human Resources Director

**Subject:**    **Create Napi Track Coach position**

**Description:** Tony Wagner is recommending that a Napi Track coach be created due to the increased interest at the elementary level in track and field for the school year 2017-18.

**Financial Impact:** Per Extra Curricular Salary Schedule, \$430.00, (depending on experience)

**Funding Source (Budget/grant, etc.):** Athletics/Activities - Napi

**Attachment(s):**

**Approval:** Superintendent's Office/Finance/Personnel as applicable (Initial) \_\_\_\_\_

**Comments:** \_\_\_\_\_

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**Board Action:**    N/A (Info)     Approved     Denied     Tabled to: \_\_\_\_\_

**Browning Public Schools**  
**POSITION ANNOUNCEMENT**

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<b>Position:</b>	<b>Coaching Position (Elementary)</b> Elementary Track/Field Coach
<b>Type:</b>	Supervised by Activities Coordinator.
<b>Eligibility:</b>	High school diploma or GED ( <i>must submit copy of diploma/certificate with application</i> ). Must have clean criminal record (no felony or multiple misdemeanors).
<b>Duties:</b>	Performs functions usual and customary to the sport for which applicant applies and in accordance with policies adopted by Browning Public Schools. <i>See Athletic Coach/Assistant Elementary job description.</i>
<b>Qualifications:</b>	Required: Demonstrated ability/knowledge for position; good communication, problem solving, and organization skills; good public relations skills; good work habits including dependability; physical ability for the sport. Should have (or be willing to obtain) First-Aid/CPR certification. Prefer BPS experience: (1 <sup>st</sup> ) prior successful coaching experience for the position, (2 <sup>nd</sup> ) contracted teacher, and (3 <sup>rd</sup> ) permanent instructional staff. Next preference is prior successful experience in coaching students in the sport.
<b>Salary:</b>	Per Extracurricular Salary Schedule adopted 8/31/16) (may be adjusted for late start). Unless otherwise indicated, all stipends payable at end of season.
<b>Benefits:</b>	Except for employees of BPS, no benefits attached to temporary positions.
<b>Pre-employment Requirements:</b>	Unless already qualified, successful applicants must pass drug test and criminal background check and provide evidence of a test for tuberculosis.
<b>To Apply:</b>	Obtain application materials from: Human Resource Department, Administration Building, 129 1st Avenue SE, P.O. Box 610, Browning, MT 59417, tel: 338-2715, fax: 338-7646, or visit the Browning Public School website at <a href="http://www.bps.k12.mt.us">www.bps.k12.mt.us</a> .

***Browning Public Schools is an Equal Employment Opportunity Employer and provides accommodation under the Americans with Disabilities Act***