

Browning Public Schools  
**Board Agenda Request**  
Meeting To Be Held: August 8, 2017



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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:**     July 27, 2017

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

**From:**    Human Resource Dept  
**Title:**

**Subject: Hiring Teacher Assistant-BES**

**Description:** Jennifer Lafromboise Wagner, Browning Elementary Principal, is recommending the following individuals for the Teacher Assistant Positions for the 2017-2018 School year:

🚩 Donelle DeRoche, Teacher Assistant, Browning Elementary, L2/SP, \$14.19

**Financial Impact:** Per Classified Labor Agreement

**Attachment(s):** Hiring Selection Reports

**Superintendent Action:**   ☐ Approved ☐ Denied    ☐ Deferred    Initial & date: \_\_\_\_\_

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

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



## Browning Public Schools Hiring Selection Report

Position <b>Teacher Assistant</b>		Applicant Recommended <b>Donelle DeRoche</b>	
Department/Location <b>Browning Elementary</b>		Supervisor <b>Jennifer Lafromboise Wagner</b>	
Type of Position <b>Classified</b>	Starting Date <b>August 22, 2017</b>	Term <b>2017-2018 School Year</b>	

<b>Recruiting</b>	Date Posted: <b>5/22/2017</b>	Closing Date: <b>6/5/2017</b>
Comments:		

<b>Applicants</b>					
No.	Name (Alphabetical by Last Name)	Date Application Received	Minimum Requirements Met?	Date Interviewed	Final Ranking
	Augare, Beth		Yes	6/20/2017	
	Deroche, Donelle		Yes	6/20/2017	
	Grant, Miranda		Yes	6/20/2017	
	Ingraham, Marnessa		Yes	6/20/2017	
	Whiteman, Lydell		Yes	6/20/2017	

<b>Interview Committee</b>			
Name	Title	Name	Title
Kari Mckay	BES Assistant Principal		
Jill Mad Man	BES Attendance Aide		
Brittney Burns	BES Teacher Assistant		

**Recommendation:** Donelle has the knowledge of what is all entailed in being a Teacher Assistant. She is from the Browning community has experience working with Native American children at Head Start. We feel she is a great choice for the position.

Pre-Employment Requirements	Date Initiated	Completed? (Y)es (N)o	Results Received (Negative = OK)
Drug test	7/20/2017	Yes	Ok
Criminal background check	7/11/2017	Yes	Ok
TB documentation	7/12/2017	Yes	ok

Salary: \$14.19/hr.	Placement: <u>L2/SP</u>	Contract Days: 189
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Prepared by: Sherie Blue      Date 07/27/2017      Approved by: \_\_\_\_\_ Date: \_\_\_\_\_