

Browning Public Schools
Board Agenda Request
Meeting To Be Held: August 12, 2025



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: 08/05/25

To: Rebecca Rappold
Superintendent of Schools

From: Bev Sinclair
Title: Director of Human Resources

Subject: Hiring: Teacher Assistant, BES

Description: Jessical Racine is recommending the following hire pending successful completion of pre-hire process:

🌈 Tommi-Rae Trombley; Teacher Assistant, L2/SO \$19.50 (\$20.12 after the successful completion of a 90-day probationary period)

Financial Impact: \$19.50, L2/S0 (\$20.12, L2/S1 – after successful completion of 90-working-day probationary period)

Funding Sources: Salaries, benefits, and payroll costs to be charged against budgets for respective building/department/program/grant as applicable.

Attachment(s): Hiring Selection Report

Superintendent Action: ☐ Approved ☐ Denied ☐ Deferred Initial & date: _____

Comments: _____

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

Human Resources
Department

Browning Public Schools Hiring Selection Report

Position Teacher Assistant		Applicant Recommended Tommi-Rae Trombley	
Department/Location BES		Supervisor Jessica Racine	
Type of Position Classified	Starting Date 08/18/25	Term 2025-2026 SY	

Recruiting.	Date Posted: 06/01/25	Re-advertised:	Closing Date:
Comments:			

No.	Applicants Name (Alphabetical by Last Name)	Date Application Received	Minimum Requirements Met?	Date Interviewed
	Trombley, Tommi-Rae	07/30/25	Yes	07/21/25

Interview Committee		Title	Name	Title
Jessica Racine	Principal			
Racquel LittlePlume	Principal			
Jasmine LittlePlume	Teacher			

Recommendation: Tommi-Rae is reliable and has past experience subbing for BPS. She is currently in the 2+2 program to pursue a degree in education.

Pre-Employment Requirements	Date Initiated	Completed? (Y)es (N)o	Results Received (Negative = OK)
Drug Test	07/24/25	Yes	Ok
State & Federal Criminal background check	Scheduled	No	
Tribal Background check	07/24/25	Yes	Ok

Salary: \$19.50/\$20.12	Placement: L2/S0; L2/S1	Contract Days: 187 Days
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Prepared by: Bev Sinclair Date 08/05/25 Approved by: _____ Date: _____