

Browning Public Schools
Board Agenda Request
Meeting To Be Held: September 27, 2023



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

Date: 9/20/23

To: Corrina Guardipee-Hall
 Superintendent of Schools

From: Bev Sinclair
Title: Director of Human Resources

Subject: Hiring; Temporary Technology Technician 2023-2024

Description: Corrina Guardipee-Hall is recommending the follow hire for the position of Temporary Technology Technician. This person will work with all buildings on internet, devices, and technology needs.

✚ Roy Crawford, Temporary Technology Technician
Pending successful completion of pre-hire process

Financial Impact: \$34,853.24 (prorated from \$46,000 for 197 days)

Funding Source: ESSER Funds 115.78.785.2220.111.633

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 Temporary Computer Technician		Applicant Recommended Roy Crawford	
Department/Location Technology		Supervisor Corrina Guardipee-Hall	
Type of Position Information Technology	Starting Date 9/28/23	Term 9/28/23 – 6/30/24	

Recruiting. Date Posted: 8/22/23 Re-advertised: Closing Date:

Comments:

No.	Applicants Name (Alphabetical by Last Name)	Date Application Received	Minimum Requirements Met?	Date Interviewed
	Heidi Crawford	10/3/22	Yes	9/11/23
	Roy Crawford, Jr.	8/25/23	Yes	8/28/23

Interview Committee	Title	Name	Title
Corrina Guardipee-Hall	Superintendent		
Travis Miller	Teacher		
Rebecca Rappold	Director		

Recommendation: Roy has a BS, has experience with IT, with both systems. He also has knowledge of installing software, trouble-shooting technical problems, and working with other IT professionals to complete tasks.

Pre-Employment Requirements	Date Initiated	Completed? (Y)es (N)o	Results Received (Negative = OK)
Drug test	9/7/23	Yes	OK
State & Federal Criminal background check	9/14/23	Yes	Pending
Tribal Background check			Pending

Salary: \$34,853.24 prorated Placement: BS Contract Days: 197 prorated (260)

Prepared by: Bev Sinclair Date 9/21/23 Approved by: _____ Date: _____