

Browning Public Schools  
**Board Agenda Request**  
Meeting To Be Held: August 30, 2023



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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:**   8/22/23

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

**From:**   Bev Sinclair  
**Title:**   Director of Human Resources

**Subject:** **Hiring: Teacher Assistant-KW Vina**

**Description:** Tonia Tatsey is recommending the following for hire:

🚩 Molly Gallagher-Horn, Teacher Assistant

**Financial Impact:** L2/S1 \$17.50 (\$18.12 after successful completion of 90-day probationary period)

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

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

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

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



## Browning Public Schools Hiring Selection Report

Position <b>Teacher Assistant</b>		Applicant Recommended <b>Molly Gallagher-Horn</b>	
Department/Location <b>KW Vina</b>		Supervisor <b>Tonia Tatsey</b>	
Type of Position <b>Classified</b>	Starting Date <b>8/31/2023</b>	Term <b>189 days</b>	

**Recruiting.** Date Posted: 10/17/22 Re-advertised: Closing Date: Open Until Filled

**Comments:** Per BPS Policy #5120, the complete process may be unnecessary in the following circumstance:  
 B. only one applicant is qualified and meets eligibility requirements and further recruitment is impractical. There are only two candidate who have applied for multiple positions

No.	Applicants Name (Alphabetical by Last Name)	Date Application Received	Minimum Requirements Met?	Date Interviewed
	Molly Gallagher-Horn	8/8/23	Yes	8/22/23

Interview Committee	Title	Name	Title
Tonia Tatsey	KW Vina Principal		
William Huebsch	KW Vina Assistant Principal		
Sandra Rivas	ESSER Project Manager		

**Recommendation:** Molly has previously subbed for the District in various positions. She understands and is familiar with the Trauma our students face. She has a conscious discipline approach & has an excellent rapport with students & families. She has previously worked on KW/Vina campus and understands their procedures & expectations.

Pre-Employment Requirements	Date Initiated	Completed? (Y)es (N)o	Results Received (Negative = OK)
Drug test	8/11/23	Yes	Ok
State & Federal Criminal background check	12/16/19	Yes	Ok
Tribal Background check			

Salary: 17.50/\$18.12 Placement: L2/S1 Contract Days: 189

Prepared by: Beverly Sinclair Date 8/15/23 Approved by: \_\_\_\_\_ Date: \_\_\_\_\_