

Browning Public Schools
Board Agenda Request
Meeting To Be Held: September 7, 2022



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: September 2, 2022

To: Corrina Guardipee-Hall
 Superintendent of Schools

From: John Salois
Title: Director of Human Resources

Subject: Hiring: Student Activities Coordinator 2022-2023

Description: Matthew Johnson recommends the following hire for the 2022-2023 school year:

- Heidi Bullcalf, Student Activities Coordinator

Financial Impact: \$36,676.00 (212 days pro-rated from \$45,000.00)

Funding Source (Budget/Grant, etc):

Attachment(s): Hiring report

Approval: Superintendent's Office/Finance/Personnel as applicable (Initial) _____

Comments: _____

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



Browning Public Schools Hiring Selection Report

Position Student Activities Coordinator		Applicant Recommended Heidi BullCalf	
Department/Location Student Support Services		Supervisor Matthew Johnson	
Type of Position Professional Technical	Starting Date 9/8/22	Term 260 days prorated to 212	

Recruiting	Date Posted: 8/15/22	Closing Date: 8/22/22
Comments:		

No.	Applicants Name (Alphabetical by Last Name)	Date Application Received	Minimum Requirements Met?	Date Interviewed
	Heidi Bullcalf	8/17/22	Yes	8/25/22
	Roy McNabb	8/17/22	yes	8/25/22

Interview Committee	Title	Name	Title
Matthew Johnson	Student Support Services Director		
Dennis Juneau	Asst Superintendent		
Katie McDonald	Certified Teacher/Coach		

Recommendation: Heidi has 10 years of experience in after school programs for students. She demonstrated a vision to grow the program

Pre-Employment Requirements	Date Initiated	Completed? (Yes (N)o	Results Received (Negative = OK)
Drug test	7/25/19	Yes	OK
State & Federal Criminal background check	11/30/07	Yes	OK
Tribal Background check	N/A	Yes	N/A

Salary \$36,676.00 prorated from \$45,000	Placement: Prof/Tech	Contract Days: 260
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Prepared by: _____ Date 9/2/2022 Approved by: _____ Date: _____