

Browning Public Schools
Board Agenda Request
Meeting To Be Held: August 11, 2026



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: 08/05/26

To: Rebecca Rappold
 Superintendent of Schools

From: Beverly Sinclair
Title: HR Director

Subject: Hiring: Assistant Cook-Supper Program

Description: Zita Ottersbach is recommending the following individual for the position of Assistant Cook for the Supper Program for the 2026-2027 SY.

- Danielle RedHead, Assistant Cook Supper Program
Pending successful completion of the pre-hire process

Financial Impact: L1/S1, \$19.46

Funding Source (Budget/grant, etc.): 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: _____

Browning Public Schools Hiring Selection Report

Position Assistant Cook		Applicant Recommended Danielle RedHead	
Department/Location Supper Program		Supervisor Zita Ottersbach	
Type of Position Classified	Starting Date 9/1/26 (or Upon completion of Pre-Hire)	Term 2026-2027 SY	

Recruiting.	Date Posted: 7/09/26	Re-advertised:	Closing Date:
Comments:			

No.	Applicants Name (Alphabetical by Last Name)	Date Application Received	Minimum Requirements Met?	Date Interviewed
	Cruz, Cody	07/20/26	YES	07/22/26
	RedHead, Danielle	08/21/25	YES	07/22/26
	RedHead, Tayshaun	08/21/25	YES	07/22/26
	Shell, Jessica	06/16/26	YES	07/22/26

Interview Committee	Title	Name	Title
Zita Ottersbach	Director		
Ashley Blackman	Assistant Cook		
Brandy Bremner	Director		

Recommendation: Danielle has minimal experience working in food service but expressed her willingness to learn and her enjoyment working with children.

Pre-Employment Requirements	Date Initiated	Completed? (Y)es (N)o	Results Received (Negative = OK)
Drug Test	08/05/26	Yes	PENDING
State & Federal Criminal background check	08/05/26	Yes	PENDING
Tribal Background check	08/05/26	Yes	PENDING

Salary: \$19.46	Placement: L1/S1	Contract Days: 187 days
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Prepared by: Bev Sinclair Date 08/05/26 Approved by: _____ Date: _____