

Browning Public Schools
Board Agenda Request
Meeting To Be Held: March 7, 2023



Recognition:	<input type="checkbox"/> Students	<input type="checkbox"/> Staff	<input type="checkbox"/> Parents
Information:	<input type="checkbox"/> Building Report	<input type="checkbox"/> Old Business	<input type="checkbox"/> Superintendent's Report
Action:	<input type="checkbox"/> Resignations	<input checked="" type="checkbox"/> Hiring	<input type="checkbox"/> Contract Service Agreements
	<input type="checkbox"/> Travel Out-of-State	<input type="checkbox"/> Travel In State	<input type="checkbox"/> Approvals
	<input type="checkbox"/> Termination	<input type="checkbox"/> Legal Matters	<input type="checkbox"/> Other: _____
	This action request pertains to	<input type="checkbox"/> Elementary (only)	<input checked="" type="checkbox"/> High School/District Wide

Date: February 8, 2023

To: Corrina Guardipee-Hall
Superintendent of Schools

From: John Salois
Title: Director of Human Resources

Subject: Hiring: Temporary Grant Funded ESSER Project Manager 2022-2023

Description: Corrina Guardipee-Hall recommends the following hire

✚ Sandra Rivas, ESSER Project Manager
Pending successful completion of pre-employment process

Financial Impact: \$45,000.00 for 260 days (prorated for late start at \$173.08 daily rate)
2022-2023 and 2023-2024 only based on available funding through ESSER 2 and ESSER 3 Grants.

Funding Source (Budget/Grant, etc): ESSER 2 and 3

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 School Hiring Selection Report

Position ESSER project Manager		Applicant Recommended Sandra Rivas	
Department/Location Finance		Supervisor Crystal Tailfeathers	
Type of Position Professional-Technical	Starting Date TBD	Term 260 day prorated for late start	

Recruiting Date Posted: 1/11/23 Readvertised: 2/1/23 Closing Date: Until Filled

Comments:

No.	Applicants Name (Alphabetical by Last Name)	Date Application Received	Minimum Requirements Met?	Date Interviewed
1	Sandra Rivas	2/9//23	Yes	2/16/23

Interview Committee	Title	Name	Title
Rebecca Rappold	Director of Curriculum		
Gerald Parrent Jr	Data-Grant Specialist		
Crystal Tailfeathers	Director of Finance		

Recommendation: Sandra has extensive experience in financial management, prior experience with Black Mountain, and with managing school budgets.

Pre-Employment Requirements	Date Initiated	Completed? (Y)es (N)o	Results Received (Negative = OK)
Drug test	2/28/23	Yes	OK
State & Federal Criminal background check	2/28/23	No	Pending
Tribal Background check	2/28/23	No	Pending

Salary: \$45,000 prorated for late start Placement: P/T Contract Days: 260-prorated

Prepared by: _____ Date 2/8/23 Approved by: _____ Date: _____