

Browning Public Schools
Board Agenda Request
Meeting To Be Held: August 30, 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: 8/22/23

To: Corrina Guardipee-Hall
 Superintendent of Schools

From: Bev Sinclair
Title: Director of Human Resources

Subject: Hiring: Childcare Aide 1

Description: Rosalyn Racine is recommending the following for hire:

🚩 Michelle Matt, Childcare Aide 1

Financial Impact: \$15.85 L1/+5 (\$17.47 after successful completion of 90-day probationary period)

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 Childcare Aide 1		Applicant Recommended Michelle Matt	
Department/Location Childcare		Supervisor Rosalyn Racine	
Type of Position Classified	Starting Date 8/31/2023	Term 189 days	

Recruiting. Date Posted: Re-advertised: Closing Date: Open Until Filled

Comments:

No.	Applicants Name (Alphabetical by Last Name)	Date Application Received	Minimum Requirements Met?	Date Interviewed
	Angel Kennerly	7/26/23	Yes	8/1/23
	Michelle Matt	7/25/23	Yes	8/1/23
	Lalayna NoRunner	3/5/23	Yes	8/1/23

Interview Committee	Title	Name	Title
Rosalyn Racine	Childcare Coordinator		
Robert Hall	BNAS Director		
Bristen Belcourt	Childcare Aide II		

Recommendation: Michelle has 17 years' experience working with infants and young children at Blackfeet Head Start, and she has taken college courses in child care.

Pre-Employment Requirements	Date Initiated	Completed? (Yes (N)o	Results Received (Negative = OK)
Drug test	8/2/23	Yes	Ok
State & Federal Criminal background check	8/2/23	Yes	Ok
Tribal Background check	8/2/23	Yes	OK

Salary: \$15,.85/\$17.47 Placement: L1/S5 Contract Days: 189

Prepared by: Beverly Sinclair Date 8/15/23 Approved by: _____ Date: _____