

Browning Public Schools  
**Board Agenda Request**  
Meeting To Be Held: 9/12/2023



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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:**      8/15/23

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

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

**Subject: Hiring Assistant Cook-BHS 2023-2024**

**Description:** Corrina Guardipee-Hall is recommending the following for hire after successful completion of pre-hire process:

🌈 Joanne Stills smoking, Assistant Cook-BHS  
**Pending Successful Pre-Hiring Process**

**Financial Impact:** Per Classified Salary Scale; Lane 1/5; \$17.20 (\$17.47 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>Assistant Cook</b>		Applicant Recommended <b>Joanne Stillsmoking</b>	
Department/Location <b>BHS</b>		Supervisor <b>Dalaina Grant</b>	
Type of Position <b>Classified</b>	Starting Date <b>9/13/23</b>	Term <b>187 days</b>	

**Recruiting.**    Date Posted: 5/9/23    Re-advertised:    Closing Date: Open Until Filled

Comments:

No.	Applicants Name (Alphabetical by Last Name)	Date Application Received	Minimum Requirements Met?	Date Interviewed
	Kassandra Kennerly	8/3/23	Yes	8/11/23
	Bruce L. Schildt	7/2/23	Yes	8/11/23
	Joanne Stillsmoking	7/16/23	Yes	8/11/23

Interview Committee	Title	Name	Title
Corrina Guardipee	Superintendent		
Wayne Bullcalf	Director of Transportation		
Yvonne McKenney	Copy Center Operator		

**Recommendation:** Joanne has 11 years' experience as a Head Cook (KW) for the District.

re-Employment Requirements	Date Initiated	Completed? (Y)es (N)o	Results Received (Negative = OK)
Drug test	Pending		
State & Federal Criminal background check	Pending		
Tribal Background check	Pending		

Salary: \$17.20 / \$17.47    Placement: L1/Exp: 5    Contract Days: 187

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