

Browning Public Schools  
**Board Agenda Request**  
Meeting To Be Held: May 14, 2024



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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:**    05/06/24

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

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

**Subject: Hiring: Special Education Teacher (Self-Contained) - BMS 2024-2025**

**Description:** Rebecca Rappold is recommending the following hire:

- ✚ Diane McDonald, Special Education Teacher (Self-Contained)-BMS (MA+10/Exp. 10)  
**Pending successful completion of pre-hire process.**

**Financial Impact:** \$72,834.00 (Fringe + 10 years' experience for hard-to-fill position)

**Funding Source:** 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:** \_\_\_\_\_

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**Board Action:**  N/A (Info)     Approved     Denied     Tabled: \_\_\_\_\_

Human Resources  
Department

## Browning Public Schools Hiring Selection Report

Position <b>SPED Teacher</b>		Applicant Recommended <b>Diane McDonald</b>	
Department/Location <b>BMS</b>		Supervisor <b>Dennis Juneau</b>	
Type of Position <b>Certified</b>	Starting Date <b>8/19/24</b>	Term <b>187 Days</b>	

**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
	Diane McDonald	3/11/24	Yes	4/03/24

Interview Committee	Title	Name	Title
Rebecca Rappold	Director of Special Education		
Angie HeavyRunner	BMS Asst. Principal		
Wendy Madplume	SPED Teacher		

**Recommendation:** Diane has a deep background in Special-Education Case Management and teaching. She also has experience working with Indigenous families and coordinating their individual needs.

Pre-Employment Requirements	Date Initiated	Completed? (Y)es (N)o	Results Received (Negative = OK)
Drug test	4/18/24	Yes	Pending
State & Federal Criminal background check	4/18/24	Yes	Pending
Tribal Background check	4/18/24	Yes	Pending

Salary: \$72,834.00 Placement: MA +10/Exp 10 Contract Days: 187 days

Prepared by: Bev Sinclair Date 5/6/24 Approved by: \_\_\_\_\_ Date: \_\_\_\_\_