

Browning Public Schools
Board Agenda Request
Meeting To Be Held: November 1, 2018



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: October 24, 2018

To: Corrina Guardipee-Hall
 Superintendent of Schools

From: Emorie Davis Bird
Title: Director of Human Resources

Subject: Hiring: Personal Care Attendant-Napi

Description: Jill Mattingly, Special Education Director, is recommending the following hire:

✚ Whisper Michel, Personal Care Attendant, Napi Elementary School, (L1/SP), \$12.94/hr.

Financial Impact: 2018-2021 Classified Labor Agreement

Attachment(s): Hiring Selection Report

Superintendent Action: Approved Denied Deferred Initial & date: _____

Comments: _____

Board Action: N/A (Info) Approved Denied Tabled to:



Browning Public Schools Hiring Selection Report

Position Personal Care Attendant		Applicant Recommended Whisper Michel	
Department/Location Napi Elementary		Supervisor Sicity Bird/Jill Mattingly	
Type of Position Classified	Starting Date 11/5/2018	Term 2018-2019 school year	

Recruiting	Date Posted: 8/6/2018	Closing Date: Open Until Filled
Comments:		

No.	Applicants Name (Alphabetical by Last Name)	Date Application Received	Minimum Requirements Met?	Date Interviewed
	Aubert, Alicia	9/12/18	Yes	Declined
	Burdeau, Annette	9/12/18	Yes	10/3/2018
	Gunn, Mei Chu	8/24/18	Yes	No Interview
	Hall Kailey	9/18/18	Yes	10/3/2018
	Hall, Ellen	9/18/18	Yes	10/3/2018
	Lamere, Janet	8/14/18	Yes	10/3/2018
	Little Dog Leon, Shanna	9/18/18	Yes	Declined
	Little Plume, Myra	8/31/18	Yes	10/3/2018
	McClintock, Gretchen	9/5/18	Yes	No Interview
	Michel, Whisper	9/7/18	Yes	10/3/2018
	Vaile, Raquel	9/12/18	Yes	10/3/2018

Interview Committee		Title	Name	Title
Jill Mattingly	SPED Director			
Carla Whitegrass	SPED Teacher			
Dawn Marxer	SPED Teacher			

Recommendation: Whisper has limited experience but stated she is eager to learn. She has relatives that have special needs. She understands the importance of confidentiality. I feel she will be an asset to the Special Education department.

Pre-Employment Requirements	Date Initiated	Completed? (Y)es (N)o	Results Received (Negative = OK)
Drug test	On file	Yes	Ok
State & Federal Criminal background check	On file	Yes	Ok
Tribal Background check	On file	Yes	Ok
TB documentation	On file	Yes	Ok

Salary: \$12.94/hr.	Placement: L1/SP	Contract Days: 189
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Prepared by: Sherie Blue Date **10/24/2018** Approved by: _____ Date: _____