

Browning Public Schools
Board Agenda Request
Meeting To Be Held: December 17, 2024



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: 12/08/24

To: Rebecca Rappold
 Superintendent of Schools

From: Bev Sinclair
Title: Director of Human Resources

Subject: Hiring: Special Education Teacher Assistant-Napi

Description: Sicily Bird recommends the following hire:

✚ Carrie HeavyRunner, Special Education Teacher Assistant

Financial Impact: L3/S0, \$20.16 (L3/S3, \$21.26 after completion of 90-Working Day Probationary Period).

Funding Sources: 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 SPED TA		Applicant Recommended Carrie HeavyRunner	
Department/Location NAPI		Supervisor Sicily Bird	
Type of Position Classified	Starting Date 12/19/24	Term Remainder of 24-25 SY	

Recruiting. Date Posted: _____ Re-advertised: _____ Closing Date: _____
Comments:

No.	Applicants Name (Alphabetical by Last Name)	Date Application Received	Minimum Requirements Met?	Date Interviewed
	HeavyRunner, Carrie	11/26/24	Yes	12/06/24

Interview Committee	Title	Name	Title
Jessica Racine	Assistant Principal		
Jennifer Wagner	Assistant Superintendent		
Amber StillSmoking	TA		

Recommendation: Carrie is highly qualified for this position. Her experience and professionalism will be a great asset at Napi.

Pre-Employment Requirements	Date Initiated	Completed? (Y)es (N)o	Results Received (Negative = OK)
Drug Test	08/30/24	Yes	Ok
State & Federal Criminal background check	09/18/24	Yes	Ok
Tribal Background check	09/09/24	Yes	Ok

Salary: \$20.16; \$21.26 Placement: L3/S0; L3/S3 Contract Days: 24-25 SY

Prepared by: Bev Sinclair Date 12/08/24 Approved by: _____ Date: _____