

Browning Public Schools
Board Agenda Request
Meeting to Be Held: 11/30/22



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- Recognition:** Students Staff Parents
Information: Building Report Old Business Superintendent's Report
Action: Resignation 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: November 21, 2022

To: Corrina Guardipee-Hall
 Superintendent of Schools

From: John Salois
Title: Director of Human Resources

Subject: Hiring: BHS Personal Care Attendant

Description: Ginny Crawford recommends the following hire for the 2022-2023 AY.

🚦 Serenity Sinclair-Personal Care Attendant, L1/S0

Financial Impact: **\$15.08** (\$15.69 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

Approval: Superintendent's Office/Finance/Personnel as applicable (Initial) _____

Comments: _____

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



Browning Public Schools Hiring Selection Report

Position PCA		Applicant Recommended Serenity Sinclair	
Department/Location Browning High School		Supervisor Jennifer Lafromboise-Wagner/Ginny Crawford	
Type of Position Classified	Starting Date 12/1/22	Term 189 Day	

Recruiting	Date Posted: 9/6/22	Closing Date: Until Filled
Comments:		

No.	Applicants Name (Alphabetical by Last Name)	Date Application Received	Minimum Requirements Met?	Date Interviewed
	Serenity Sinclair	10/18/22	Yes	11/1/22

Interview Committee		Title	Name	Title
Ginny Crawford	Sped Supervisor			
Kari McKay	BHS Assistant Principal			
Genevieve Goudy	PCA			

Recommendation: Serenity has experience working with children.

Pre-Employment Requirements	Date Initiated	Completed? (Yes (N)o	Results Received (Negative = OK)
Drug test	11/16/22	Yes	OK
State & Federal Criminal background check	11/9/22	Yes	OK
Tribal Background check	11/10/22	Yes	OK

Salary: \$15.08/\$15.69	Placement: L1/S0	Contract Days: 189 day
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Prepared by: J. Salois Date 11/2/2022 Approved by: _____ Date: _____