

Browning Public Schools
Board Agenda Request
Meeting To Be Held: December 16, 2025



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: 12/08/25

To: Rebecca Rappold
 Superintendent of Schools

From: Beverly Sinclair
Title: Director of Human Resources

Subject: Hiring: Personal Care Assistant-Bullshoe Elementary

Description: Racquel LittlePlume is recommending the following hire:

- Taylor HeavyRunner, Personal Care Assistant
Pending successful completion of pre-hire process.

Financial Impact: L1/S0; \$17.85 (L1/S1; \$18.46 – after successful 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 PCA		Applicant Recommended Taylor HeavyRunner	
Department/Location Bullshoe		Supervisor Racquel LittlePlume	
Type of Position SPED	Starting Date Upon Completion of Pre-Hire Process	Term Remaining 25-26 SY	

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

No.	Applicants Name (Alphabetical by Last Name)	Date Application Received	Minimum Requirements Met?	Date Interviewed
	HeavyRunner, Taylor	11/01/25	Yes	12/03/25

Interview Committee		Title	Name	Title
Racquel LittlePlume	Principal			
Stephanie Holton	Assistant Principal			
Katherine Skunkcap	Teacher			

Recommendation: Taylor loves working with kids. She has experience working with nonverbal children, and she is eager to learn.

Pre-Employment Requirements	Date Initiated	Completed? (Y)es (N)o	Results Received (Negative = OK)
Drug Test	12/08/25	YES	OK
State & Federal Criminal background check	12/04/25	YES	Pending
Tribal Background check	12/08/25	YES	Pending

Salary: \$17.85/\$18.46	Placement: Exp. L1/S0; L1/S1	Contract Days: 187 days
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Prepared by: Bev Sinclair Date 12/08/25 Approved by: _____ Date: _____