

Browning Public Schools  
**Board Agenda Request**  
Meeting To Be Held: August 20, 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:**        8/15/24

**To:**            Rebecca Rappold  
                    Superintendent of Schools

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

**Subject: Hiring: Personal Care Attendance – BES**

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

👤 Tova CreeMedicine, Personal Care Attendant  
**pending successful completion of pre-hire process**

**Financial Impact:** \$16.85, L1/S0 (L1/S5, \$18.47 after successful completion of 90-working-day probationary period)

**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: \_\_\_\_\_



## Browning Public Schools Hiring Selection Report

Position <b>Personal Care Attendant</b>		Applicant Recommended <b>Tova CreeMedicine</b>	
Department/Location <b>BES</b>		Supervisor <b>Sheila Hall</b>	
Type of Position <b>Classified</b>	Starting Date <b>8/21/24</b>	Term <b>2024-2025 AY</b>	

**Recruiting.**    Date Posted: 5/31/24    Re-advertised:    Closing Date:

Comments:

No.	Applicants Name (Alphabetical by Last Name)	Date Application Received	Minimum Requirements Met?	Date Interviewed
	Arnoux, Lanell	8/6/24	Yes	8/12/24
	CreeMedicine, Tova	8/6/24	Yes	8/12/24
	Rutherford, Mary	8/6/24	Yes	8/12/24

Interview Committee	Title	Name	9/7/23 Title
Rebecca Rappold	Superintendent		
Jennifer LaFromboise-Wagner	Assistant Superintendent		
Tracie Coursey	SPED Secretary		

**Recommendation:** Tova has five years' experience as a 0-3 Teacher at Blackfeet Early Head Start, and she has worked with students who have special needs.

Pre-Employment Requirements	Date Initiated	Completed? (Yes (N)o	Results Received (Negative = OK)
Drug test	Scheduled	No	
State & Federal Criminal background check	Scheduled	No	
Tribal Background check	Scheduled	No	

Salary: \$16.85; \$18.47    Placement:    Exp. L1/S0; L1/S5    Contract Days: 24-25 SY

Prepared by: Bev Sinclair    Date 8/15/24    Approved by: \_\_\_\_\_    Date: \_\_\_\_\_