

Browning Public Schools
Board Agenda Request
Meeting To Be Held: October 30, 2020



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 28, 2020

To: Corrina Guardipee-Hall
 Superintendent of Schools

From: John E Salois
Title: Director of Human Resources

Subject: Hiring: Director of Finance 2020/2021

Description: Corrina Guardipee-Hall, is recommending the following for hire:

 Crystal Tailfeathers, Director of Finance

Financial Impact: \$70,000 annual, prorated for late start.

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 Director of Finance		Applicant Recommended Crystal Tailfeathers	
Department/Location Administration		Supervisor Corrina Guardipee-Hall	
Type of Position Professional Technical	Starting Date 11/2/2020	Term 260 Day	

Recruiting. Date Posted: 9/16/2020 Re-advertised: 9/31/2020 Closing Date: Until Filled

Comments:

No.	Applicants Name (Alphabetical by Last Name)	Date Application Received	Minimum Requirements Met?	Date Interviewed
	Crystal Tailfeathers	10/8/2020	Yes	10/27/2020
	Lola Wippert	9/29//2020	Yes	withdrew

Interview Committee	Title	Name	Title
Corrina Guardipee-Hall	Superintendent		
Dennis Juneau	Assistant Superintendent		
Wendy Bremner	Board of Trustees		
John Salois	Director of Human Resources		

Recommendation:

Crystal has experience in the position. She was the Clerk/Finance director at Heart Butte School District for one year, and has been the interim Clerk/Finance Director at BPS. She has an AA in Office Administration, and a BA in Business Administration.

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

Salary: \$70,000.00 Annual Placement: Prof. Technical Contract Days: 260 days prorated for late start

Prepared by: John E. Salois Date 10/26/2020 Approved by: _____ Date: _____