

Browning Public Schools
Board Agenda Request
Meeting To Be Held: August 26, 2025



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

Date: 08/19/25

To: Rebecca Rappold
 Superintendent of Schools

From: Bev Sinclair
Title: Director of Human Resources

Subject: Hiring: BMS Athletic Coordinator 2025-2026

Description: Kellen Hall recommends the following hire for the 2025-2026 Sports Season:

👤 Rick Hoyt, BMS Athletic Coordinator (Exp. 0)
Pending Successful Completion of pre-hiring process

Financial Impact: \$8,000.00 plus payroll taxes & fringe

Funding Source: (Budget/Grant, etc): 126.50.720.3500.150

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 BMS Athletic Coordinator | | Applicant Recommended Rick Hoyt | |
| Department/Location BMS Athletic Department | | Supervisor Kellen Hall | |
| Type of Position Athletic Coordinator | Starting Date 8/21/25 | Term 2025-2026 Season | |

Recruiting. Date Posted: 7/14/25 Re-advertised: Closing Date: Until Filled

Comments: Per Board Policy #5120, the competitive process may be unnecessary in the following circumstance:
B. only one applicant is qualified and meets eligibility requirements and further recruitment is impractical. There is only candidate who has applied.

| No. | Applicants Name (Alphabetical by Last Name) | Date Application Received | Minimum Requirements Met? | Date Interviewed |
|-----|--|---------------------------------|---------------------------------|------------------|
| | Rick Hoyt | 8/4/2025 | Yes | N/A |

| Interview Committee | Title | Name | Title |
|---------------------|-------|------|-------|
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Recommendation: Rick has the ability to run events as he mirrored Earl Tail and myself last year. Rick understands chain of command and SOP's and is willing to learn more. Rick also has good report with our student athletics and our program coaches.

| Pre-Employment Requirements | Date Initiated | Completed? (Y)es (N)o | Results Received (Negative = OK) |
|---|----------------|--------------------------|-------------------------------------|
| Drug Test | 8/4/2025 | Yes | OK |
| State & Federal Criminal background check | 11/9/2022 | Yes | OK |
| Tribal Background check | 7/24/2025 | Yes | OK |

Salary: \$8,000.00 (½ in December) Placement: Exp. 0 Contract Days: 2025-2026 Season

Prepared by: Beverly Sinclair Date 08/19/25 Approved by: _____ Date: _____