

Browning Public Schools
Board Agenda Request
Meeting To Be Held: September 9, 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: 09/04/25

To: Rebecca Rappold
 Superintendent of Schools

From: Bev Sinclair
Title: Director of Human Resources

Subject: Hiring: Napi Elementary School PCA

Description: Sicily Bird is recommending the following hire for the 2025-2026 AY, **pending successful completion of the pre-hire process:**

👤 Eleanor Wells, Personal Care Attendant

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 Personal Care Attendant		Applicant Recommended Eleanor Wells	
Department/Location NAPI		Supervisor Sicily Bird	
Type of Position Classified	Starting Date 09/11/25	Term 187 Days	

Recruiting. Date Posted: 7/02/25 Re-advertised: Closing Date:

Comments: Individual will begin working upon successful completion/results of background check.

No.	Applicants Name (Alphabetical by Last Name)	Date Application Received	Minimum Requirements Met?	Date Interviewed
	Eleanor Wells	08/21/25	Yes	09/02/25

Interview Committee	Title	Name	Title
Sicily Bird	Principal		
Belinda Turley	Director		
Jessica Schauf	Teacher		

Recommendation: Eleanor provided responses to questions that align with the educational model for the students she will be supporting. Her references were positive. The committee feels she will be a good fit for this position.

Pre-Employment Requirements	Date Initiated	Completed? (Y)es (N)o	Results Received (Negative = OK)
Drug Test	Scheduled	NO	PENDING
State & Federal Criminal background check	Scheduled	NO	PENDING
Tribal Background check	Scheduled	NO	PENDING

Salary: \$17.85; \$18.46 Placement: L1/S0; L1/S1 Contract Days: 187-day position

Prepared by: Bev Sinclair Date 09/04/25 Approved by: _____ Date: _____