

Browning Public Schools
Board Agenda Request
Meeting To Be Held: February 9, 2021



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: February 2, 2021

To: Corrina Guardipee-Hall
 Superintendent of Schools

From: John E Salois
Title: Director of Human Resources

Subject: Hiring: Custodian, Napi Elementary

Description: Sicily Bird is recommending the following for hire:

👤 Herbert J. Still Smoking Jr., Custodian, Napi Elementary

Financial Impact: Per Classified Salary Scale, Lane 2 Exp. 1, \$14.98 (\$16.34 after successful completion of 90-day probationary period)

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 Flex Custodian		Applicant Recommended Herbert J Still Smoking Jr	
Department/Location Napi Elementary		Supervisor Sicily Bird-Reid Reagan	
Type of Position Classified	Starting Date 2/11/21	Term 12 Month Position	

Recruiting	Date Posted: 5114/19/2020	Closing Date: Open Until Filled
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Comments:

No.	Applicants Name (Alphabetical by Last Name)	Date Application Received	Minimum Requirements Met?	Date Interviewed
	Vance Matt		Yes	1/7/2020
	Dolon Sadelback		Yes	1/7/2020
	Herbert StillSmoking Jr		Yes	1/7/2020

Interview Committee	Title	Name	Title
Sicily Bird	Napi Principal		
Jessica Racine	Napi Asst. Principal		
Reid Reagan	Director of Maintenance		

Recommendation: Candidate meets qualifications. He has 4 ½ years of experience as a custodian. Herbert is a graduate of Heart Butte High School.

Pre-Employment Requirements	Date Initiated	Completed? (Y)es (N)o	Results Received (Negative = OK)
Drug test	1/13/21	No	Pending
State & Federal Criminal background check	1/26/21	Yes	Ok
Tribal Background check	1/21/21	Yes	OK

Salary: \$14.98 / \$16.34	Placement: <u>L2/ Exp:4</u>	Contract Days: 12-month
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Prepared by: John E. Salois Date 2/2/2021 Approved by: _____ Date: _____