

**Browning Public Schools**  
**Board Agenda Request**  
Meeting To Be Held: September 28, 2022



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**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

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**Date:**        September 21, 2022

**To:**            Corrina Guardipee-Hall  
                    Superintendent of Schools

**From:**        John Salois  
**Title:**        Director of Human Resources

**Subject: Hiring: 9 Month - Bus Driver**

**Description:** Francis Wayne BullCalf recommends the following for hire:

- Carole Harwood, 9-Month Bus Driver

**Financial Impact:** \$18.39 L3/S1 (\$18.98 after successful completion of 90-day probationary period)

**Funding Source (Budget/grant, etc.):** Salaries, benefits, and payroll costs to be charged against budgets for respective building/department/program/grant as applicable.

**Attachment(s):** Hire Selection Report

**Superintendent Action:**  Approved     Denied     Deferred    Initial & date: \_\_\_\_\_

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

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**Board Action:**         N/A (Info)     Approved     Denied     Tabled to: \_\_\_\_\_

Human Resources

Browning Public Schools  
Hiring Selection Report

Position <b>Bus Driver-9 Month</b>		Applicant Recommended <b>Carole Harwood</b>	
Department/Location <b>Transportation</b>		Supervisor <b>Francis W BullCalf</b>	
Type of Position <b>Classified</b>	Starting Date <b>8/22/22</b>	Term <b>187 day-prorated for late start</b>	

**Recruiting**      Date Posted: 3/8/22      Closing Date: Until Filled  
**Comments:**  
 Per BPS Policy #5120, the complete 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 one candidate who has applied.

No.	Applicants Name (Alphabetical by Last Name)	Date Application Received	Minimum Requirements Met?	Date Interviewed
	Carole Harwood	8/25/22	Yes	N/A

Interview Committee	Title	Name	Title

**Recommendation:** Carole has an AA in elementary education. She has worked with BPS as a TA. She has a CDL with Bus endorsement and meets all requirements.

Pre-Employment Requirements	Date Initiated	Completed? (Yes (N)o	Results Received (Negative = OK)
Drug test	9/9/22	Yes	Ok
State & Federal Criminal background check	9/14/22	Pending	
Tribal Background check	9/14/22	Pending	

Salary: \$18.39-\$18.98 after probationary period. Placement: L3/S5. Contract Days: 187 Day-prorated

Prepared by: John E Salois

Date: 9/20/22

Approved by:

Date: