

Recognition: Students Staff Parents					
Information: Duilding 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:	10/22/24				
To:	Rebecca Rappold Superintendent of Schools		Bev Sinclair irector of Human Resources		
Subject:	Hiring: Assistant Cook-BHS				
Descripti	on: Dalaina Grant is recomme	nding the following hire:			
Brooke RunningCrane, Assistant Cook pending successful completion of pre-hire process.					
Financial Impact: L1/S0, \$16.85 (L1/S1, \$17.46 after 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 Ac	ction: N/A (Info) A	pproved Denied	Tabled:		

Human Resources Department		Browning Public Schools Hiring Selection Report		
Position		Applicant Recommend	led	
Assistant Cook		Brooke RunningCrane		
Department/Location		Supervisor		
BHS		Dalaina Grant		
Type of Position	Starting Date		Term	
Classified	11/1/24; pendi	ng	24-25 School Year	

Recruiting.	Date Posted:	Re-advertised:	Closing Date:
Comments:			

No.	Applicants Name (Alphabetical by Last Name)	Date Application Received	Minimum Requirements Met?	Date Interviewed
k	Kylye Farmer	08/30/24	Yes	09/09/24
Ν	Aarquel Morgan	08/30/24	Yes	09/09/24
Г	aysia Andrews	08/15/24	Yes	09/09/24
E	Brooke RunningCrane	09/03/24	Yes	09/09/24

Interview Committee	Title	Name	Title
Dalaina Grant	Director		
Teri DeRoche	Secretary		
Heidi BullCalf	Coordinator		
Recommendation : Brooke has previous experience in retail food handling.			

Pre-Employment Requirements	Date Initiated	Completed? (Y)es (N)o	Results Received (Negative = OK)
Drug Test	08/12/24	Yes	Ok
State & Federal Criminal background check	08/21/24	Yes	Ok
Tribal Background check	08/19/24	Yes	Ok

Salary: \$16.87, L1/S0	Placement: \$17.46 L1/S1		Contract Days: Season	
Prepared by:Bev Sinclair	Date 10/22/24	Approved by:	Date:	