

HeasBrowning Public Schools
Board Agenda Request
Meeting To Be Held: June 17, 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: 06/12/25

To: Rebecca Rappold
 Superintendent of Schools

From: Bev Sinclair
Title: Director of Human Resources

Subject: Hiring: BHS Head Secretary

Description: Sandi Campbell is recommending the following individual for hire pending the successful completion of the new pre-employment screening process:

🚩 Charlee Wippert, Head Secretary, L4/0

Financial Impact: \$22.80 (\$23.92 upon successful completion of 90-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: _____

**Human Resources
Department**

**Browning Public Schools
Hiring Selection Report**

Position BHS Head Secretary		Applicant Recommended Charlee Wippert	
Department/Location BHS		Supervisor Sandi Campbell	
Type of Position Classified	Starting Date 07/07/25	Term 260-Day	

Recruiting. Date Posted: 05/14/25 Re-advertised: Closing Date:

Comments:

No.	Applicants Name (Alphabetical by Last Name)	Date Application Received	Minimum Requirements Met?	Date Interviewed
	AfterBuffalo, Chamisa	05/15/25	Yes	06/09/25
	Calica, Rikie	05/16/25	Yes	06/09/25
	Campbell, Sundai	05/15/25	Yes	06/09/25
	Dusty Bull, Angel	06/03/25	Yes	06/09/25
	Goudy, Genevieve	05/16/25	Yes	06/09/25
	Kennerly, Traylyn	06/02/25	Yes	06/09/25
	Madden, Cherish	05/22/25	Yes	06/09/25
	Mountain Chief, Jamie	06/04/25	Yes	06/09/25
	No Runner, Holly	06/03/25	Yes	06/09/25
	Oscar, Gail	05/15/25	Yes	06/09/25
	Running Wolf, Janell	05/28/25	Yes	06/09/25
	Wippert, Charlee	04/30/25	Yes	06/09/25

Interview Committee		Title	Name	Title
Sandi Campbell	Principal			
John Parente	Teacher			
Kristy CalfRobe	Gear Up			

Recommendation: Charlee has good overall experience. She had a confident interview and plans on being long term.

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

Salary: \$22.80; (\$23.92 after probationary period) Placement: L4/S0; L4/S3 Contract Days: 260 day

Prepared by: Bev Sinclair Date 06/12/25 Approved by: _____ Date: _____