

Browning Public Schools
Board Agenda Request
Meeting To Be Held: August 31, 2022



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: August 24, 2022

To: Corrina Guardipee-Hall
 Superintendent of Schools

From: John Salois
Title: Director of Human Resources

Subject: Hiring: Elementary Teacher BES 2022-2023

Description: Sheila Hall recommends the following hire for the 2022-2023 Academic Year retroactive to August 22, 2022 the beginning of the school year.

 Michele Calftail, Elementary Teacher, BA/0
Pending certification

Financial Impact: \$40,966.00

Funding Source (Budget/Grant, etc): Building Title 1

Attachment(s): Hiring report

Approval: Superintendent's Office/Finance/Personnel as applicable (Initial) _____

Comments: _____

Board Action: ☐ N/A (Info) ☐ Approved ☐ Denied ☐ Tabled to: _____



Browning Public Schools Hiring Selection Report

Position Teacher		Applicant Recommended Michele Calftail	
Department/Location Browning Elementary School		Supervisor Sheila Hall	
Type of Position Certified	Starting Date 8/22/22	Term 187 days	

Recruiting Date Posted: 4/6/22 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
	Michele Calftail	6/22	yes	N/A

Interview Committee	Title	Name	Title

Recommendation: Michele has been an employee of BPS as a teacher's assistant and longterm teacher substitute. She has a bachelor's degree and has applied for Class 5 certification as an elementary teacher. Her application is under review by OPI.

Pre-Employment Requirements	Date Initiated	Completed? (Y)es (N)o	Results Received (Negative = OK)
Drug test	1/8/2013	YES	OK
State & Federal Criminal background check	1/22/2013	Yes	OK
Tribal Background check	N/A		

Salary: \$40,966.00 Placement: BA/0 Contract Days: 187

Prepared by: _____ Date 8/24/2022 Approved by: _____ Date: _____