

Browning Public Schools  
**Board Agenda Request**  
Meeting To Be Held: August 17, 2023



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**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

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**Date:**   8/15/23

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

**From:**   Bev Sinclair  
**Title:**   Director of Human Resources

**Subject:** **Hiring Assistant Cook - BMS**

**Description:** Corrina Guardipee-Hall is recommending the following for hire:

✚   **Kassandra M. Kennerly, Assistant Cook-BMS**

**Pending successful completion of pre-hire process**

**Financial Impact:** Per Classified Salary Scale; Lane 1, Exp/1 \$15.85 (\$16.46 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):** Hiring Selection Report

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

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

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

## Browning Public Schools Hiring Selection Report

Position Assistant Cook		Applicant Recommended Kassandra M. Kennerly	
Department/Location BMS		Supervisor Corrina Guardipee-Hall	
Type of Position Classified	Starting Date 8/18/2023	Term 187 days	

**Recruiting.** Date Posted: 5/9/23 Re-advertised: Closing Date: Open Until Filled

**Comments:**

No.	Applicants Name (Alphabetical by Last Name)	Date Application Received	Minimum Requirements Met?	Date Interviewed
	Kassandra Kennerly	8/3/23	Yes	8/11/23
	Bruce L. Schildt	7/2/23	Yes	8/11/23
	Joanne Stillsmoking	7/16/23	Yes	8/11/23

Interview Committee	Title	Name	Title
Corrina Guardipee	Superintendent		
Wayne Bullcalf	Director of Transportation		
Yvonne McKenney	Copy Center Operator		

**Recommendation:** Kassandra has previously worked as a substitute cook for the District. She has also held a position with EE-kah-ki-Mant for the District where she supervised students in after-school activities.

	Date Initiated	(Yes (No	(Negative = OK)
Drug test	5/13/2022	YES	OK
State & Federal Criminal background check			
Tribal Background check			

Salary: \$15.85 / \$16.46 Placement: L1/Exp: 1 Contract Days: 187

Prepared by: Bev Sinclair Date 8/15/23 Approved by: \_\_\_\_\_ Date: \_\_\_\_\_