

Browning Public Schools
Board Agenda Request
Meeting To Be Held: October 10, 2023



Recognition:	<input type="checkbox"/> Students	<input type="checkbox"/> Staff	<input type="checkbox"/> Parents
Information:	<input type="checkbox"/> Building Report	<input type="checkbox"/> Old Business	<input type="checkbox"/> Superintendent's Report
Action:	<input type="checkbox"/> Resignations	<input checked="" type="checkbox"/> Hiring	<input type="checkbox"/> Contract Service Agreements
	<input type="checkbox"/> Travel Out-of-State	<input type="checkbox"/> Travel In State	<input type="checkbox"/> Approvals
	<input type="checkbox"/> Termination	<input type="checkbox"/> Legal Matters	<input type="checkbox"/> Other: _____
	This action request pertains to	<input checked="" type="checkbox"/> Elementary (only)	<input type="checkbox"/> High School/District Wide


Date: 10/4/23

To: Corrina Guardipee-Hall
Superintendent of Schools

From: Bev Sinclair
Title: Director of Human Resources

Subject: **Hiring: Personal Care Assistant - BMS**

Description: Rebecca Rappold is recommending the following hire:

 Katherine Nomee, Personal Care Assistant
Pending successful completion of pre-hire process.

Financial Impact: \$15.85 L1/S0 (L1/+S3 \$16.97 after successful completion of 90-working 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 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 Personal Care Assistant		Applicant Recommended Katherine Nomee	
Department/Location BMS		Supervisor Rebecca Rappold	
Type of Position Classified	Starting Date 10/11/23	Term School Year	

Recruiting	Date Posted: 10/17/22	Updated: 9/6/22	Closing Date:
Comments:			

No.	Applicants Name (Alphabetical by Last Name)	Date Application Received	Minimum Requirements Met?	Date Interviewed
	Geraldine, Gopher	9/20/23	YES	10/2/23
	Nomee, Katherine	9/27/23	YES	10/2/23

Interview Committee		Title	Name	Title
Rebecca Rappold	Interim SpEd Director/CIA Director			
Tracie Coursey	SPED Secretary			
Montey Lucke	Adaptive PE			

Recommendation: Katherine has prior experience working as a PCA at the Glacier Care Center. She enjoys working with and supporting young kids. She previously subbed for BPS.

Pre-Employment Requirements	Date Initiated	Completed? (Y)es (N)o	Results Received (Negative = OK)
Drug test	Scheduled		
State & Federal Criminal background check	Scheduled		
Tribal Background check	Scheduled		

Salary: \$15.85 L1/S0 Placement: L1/+S3 After 90-day probation Contract Days: 189 days

Prepared by: Bev Sinclair Date 10/4/23 Approved by: _____ Date: _____