

Browning Public Schools  
**Board Agenda Request**  
Meeting To Be Held: March 25, 2020



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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:** March 20, 2020

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

**From:** John E Salois  
**Title:** Director of Human Resources

**Subject: Hiring: BMS Teacher Assistant**

**Description:** Angela HeavyRunner is recommending the following for hire:

🚩 Kortni Guardipee, Teacher Assistant L2/Exp 2 \$15.60

**Attachment(s):** Hiring Selection Report

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

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

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**Board Action:** ☐ ☐ N/A (Info) ☐ ☐ Approved ☐ ☐ Denie ☐ ☐ Tabled to: \_\_\_\_\_



## Browning Public Schools Hiring Selection Report

Position <b>BMS Teacher Assistant</b>		Applicant Recommended <b>Kortni Guardipee</b>	
Department/Location <b>Browning Middle School</b>		Supervisor <b>Angela HeavyRunner</b>	
Type of Position <b>Teacher Assistant</b>	Starting Date <b>3/30/2020</b>	Term <b>Academic Year</b>	

**Recruiting.** Date Posted: 2/7/2020 Re-advertised: N/A Closing Date: 2/27/2020

**Comments:**

No.	Applicants Name (Alphabetical by Last Name)	Date Application Received	Minimum Requirements Met?	Date Interviewed
	Kortni Guardipee	2/17/20	Yes	3/9/20
	Jacky MakesColdWeather	2/11/20	Yes	3/9/20
	Kehaulani Rutherford	2/11/20	Yes	3/9/20
	Raquel Vaile	2/11/20	Yes	3/9/20

Interview Committee		Title	Name	Title
Racquel LittlePlume	BMS Assistant Principal			
Arlene Wippert	BES Assistant Principal			
Sheila Rutherford	BMS Counselor			

### Recommendation:

**Kortni Guardipee has successful experience within the District as a Teacher Assistant. She is familiar with BPS policies and procedures.**

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

Salary: \$15.60 Placement: L2/Exp 2 Contract Days: 187

Prepared by: John E. Salois Date 3/20/2020 Approved by: \_\_\_\_\_ Date: \_\_\_\_\_