

Browning Public Schools
Board Agenda Request
Meeting To Be Held: June 11, 2024



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

Date: 5/19/24

To: Corrina Guardipee-Hall
 Superintendent of Schools

From: Bev Sinclair
Title: Director of Human Resources

Subject: Hiring: Elementary Teacher – BES 2024-2025

Description: Sheila Hall recommends hiring the following elementary teacher for the 2024-2025 school year:

✚ Cicily Henderson, Elementary Teacher, BA/0

Pending successful completion of pre-hire process; successful attainment of education degree by end of June 2024 and subsequent certification

Financial Impact: \$42,195.00 + Fringe

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: _____

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



Browning Public Schools Hiring Selection Report

Position Elementary Teacher		Applicant Recommended Cicily Henderson	
Department/Location BES		Supervisor Sheila Hall	
Type of Position Certified	Starting Date 8/19/24; orientation 8/12/24	Term 2024-2025	

Recruiting. Date Posted: 5/1/24 Re-advertised: Closing Date:

Comments:

No.	Applicants Name (Alphabetical by Last Name)	Date Application Received	Minimum Requirements Met?	Date Interviewed
	Devereaux, Samantha	5/7/24	YES	5/8/2024
	Henderson, Cicily	5/3/24	YES	5/8/2024

Interview Committee	Title	Name	9/7/23 Title
Sheila Hall	BES Principal		
Robert Hall	BNAS Director		
Arlene Wippert	Instructional Coach-BES		

Recommendation: Cicily has previous experience working for BPS, and she has knowledge of Trauma-informed. She is also aware of the importance of incorporating culture and language into daily lessons and is involved in the community.

Pre-Employment Requirements	Date Initiated	Completed? (Y)es (N)o	Results Received (Negative = OK)
Drug Test	6/3/24		
State & Federal Criminal background check	6/3/24		
Tribal Background check	6/3/24		

Salary: \$42,195.00 Placement: Exp. BA/0 Contract Days: 187 days

Prepared by: Bev Sinclair Date 2/8/24 Approved by: _____ Date: _____