

Browning Public Schools
Board Agenda Request
Meeting To Be Held: 6/6/23



| | | | |
|---------------------|--|---|--|
| 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: May 23, 2023

To: Corrina Guardipee-Hall
Superintendent of Schools

From: John Salois
Title: Director of Human Resources

Subject: Hiring: Instructional Coach-BMS 2023-2024

Description: Rebecca Rappold recommends the following hire for 2023-2024:

✚ Heidi DuBray, Instructional Coach-BMS, MA/4
Pending successful completion of pre-hiring process

Financial Impact: \$56,356.00

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): Hire Selection 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 Instructional Coach | | Applicant Recommended Heidi DuBray | |
| Department/Location Browning Middle School | | Supervisor Angela Heavy Runner/Rebecca Rappold | |
| Type of Position Certified | Starting Date 8/15/23 | Term 187 | |

| | | |
|-------------------|-------------------------------|--|
| Recruiting | Date Posted: 4/12/2023 | Closing Date: Open until filled |
| Comments: | | |

| No. | Applicants Name (Alphabetical by Last Name) | Date Application Received | Minimum Requirements Met? | Date Interviewed |
|-----|--|---------------------------|---------------------------|------------------|
| | Brittany Burns | 4/12/23 | Yes | 4/19/23 |
| | Heidi Dubray | 4/12/23 | Yes | 4/19/23 |

| Interview Committee | Title | Name | Title |
|-----------------------------|------------------------|------|-------|
| Brandy Bremner | KW Instructional Coach | | |
| Jennifer Lafromboise-Wagner | BHS Principal | | |
| Angela Heavy Runner | BMS Principal | | |
| Rebecca Rappold | Curriculum Director | | |

Recommendation: Heidi holds an M.ED in instruction, education and learning. She has teaching experience at the middle school level. She demonstrated knowledge of instructional practice, and special education.

| Pre-Employment Requirements | Date Initiated | Completed? (Yes No) | Results Received (Negative = OK) |
|---|----------------|------------------------|-------------------------------------|
| Drug test | 5/1/23 | Yes | Ok |
| State & Federal Criminal background check | 5/1/23 | Yes | Ok |
| Tribal Background check | 4/28/23 | Yes | Ok |

| | | |
|------------------|-----------------|--------------------|
| Salary: \$56,356 | Placement: MA/4 | Contract Days: 187 |
|------------------|-----------------|--------------------|

Prepared by: John E Salois

Date: 5/23/23

Approved by: _____

Date: _____