

Browning Public Schools  
**Board Agenda Request**  
Meeting To Be Held: October 8, 2024



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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:**   09/30/24

**To:**   Rebecca Rappold  
            Superintendent of Schools

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

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

**Description:** Dalaina Grant is recommending the following hire:

🚩 Taysia Andrews, Assistant Cook  
**pending the successful completion of the pre-hire process.**

**Financial Impact:** L1/S0, \$16.85 (L1/S1, \$17.46 1-year experience after 90-working-day probationary period)

**Funding Sources:** 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: \_\_\_\_\_

Human Resources  
Department

## Browning Public Schools Hiring Selection Report

Position <b>Assistant Cook-BMS</b>		Applicant Recommended <b>Taysia Andrews</b>	
Department/Location <b>Food Services</b>		Supervisor <b>Dalaina Grant</b>	
Type of Position <b>Classified</b>	Starting Date <b>10/10/24</b>	Term <b>24-25 School Year</b>	

**Recruiting.** Date Posted: \_\_\_\_\_ Re-advertised: \_\_\_\_\_ Closing Date: \_\_\_\_\_

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

No.	Applicants Name (Alphabetical by Last Name)	Date Application Received	Minimum Requirements Met?	Date Interviewed
	Kylie Farmer	08/30/24	Yes	09/09/24
	Marquel Morgan	08/30/24	Yes	09/09/24
	Taysia Andrews	08/15/24	Yes	09/09/24

Interview Committee	Title	Name	Title
Dalaina Grant	Director		
Teri DeRoche	Secretary		
Heidi BullCalf	Coordinator		

**Recommendation:** Taysia is being recommended for hire because of her experience with food service (fast food) and food handling.

Pre-Employment Requirements	Date Initiated	Completed? (Y)es (N)o	Results Received (Negative = OK)
Drug Test	Scheduled	No	
State & Federal Criminal background check	Scheduled	No	
Tribal Background check	Scheduled	No	

Salary: L1/S0, \$16.85; L1/S1, \$17.46 Placement: S1 Contract Days: 24-25 SY

Prepared by: Bev Sinclair Date 10/1/24 Approved by: \_\_\_\_\_ Date: \_\_\_\_\_