

Browning Public Schools
Board Agenda Request
Meeting To Be Held: March 5, 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: 03/01/2024

To: Corrina Hall Guardipee
 Superintendent

From: Bev Sinclair
 Title: Human Resources Director

Subject: **Hiring: BHS Assistant Softball Coach 2023-2024 Sport Season**

Description: Tony Wagner recommends the following hire for the 2023-2024 Sport Season

👤 Mistee RidesAtTheDoor, BHS Assistant Softball Coach, Exp. Credit 5

Financial Impact: **\$2,353.00** + payroll taxes & fringe

Funding Source (Budget/grant, etc.): BHS 226 60 720 3589 150

Attachment(s): Hiring Selection Report

Superintendent Action: Approved Denied Deferred Initial & date: _____

Comments: _____

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



Browning Public Schools Hiring Selection Report

Position BHS Assistant Softball Coach		Applicant Recommended Mistee RidesAtTheDoor	
Department/Location Athletics		Supervisor Tony Wagner	
Type of Position Coaching	Starting Date 3/7/24	Term Season	

Recruiting Date Posted: 1/15/2024 Closing Date: Open Until Filled

Comments: Per BPS Policy #5120, the complete process may be unnecessary in the following circumstance:
 B. only one applicant is qualified and meets eligibility requirements and further recruitment is impractical. There are only two qualified candidates who have applied for three available positions.

No.	Applicants Name (Alphabetical by Last Name)	Date Application Received	Minimum Requirements Met?	Date Interviewed
	RidesAtTheDoor, Mistee	2/27/24	YES	3/1/24

Interview Committee	Title	Name	Title

Recommendation: Mistee is a recent employee is the only applicant for this position, and she has prior coaching experience in softball.

Pre-Employment Requirements	Date Initiated	Completed? (Y)es (N)o	Results Received (Negative = OK)
Drug test	8/2/23	Yes	Ok
State & Federal Criminal background check	8/16/23	Yes	Ok
Tribal Background check	8/16/23	Yes	Ok

Salary: \$2,353.00	Placement: Exp. 5	Contract Days: Sport Season
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Prepared by: Bev Sinclair Date 3/1/24 Approved by: _____ Date: _____