

Browning Public Schools
Board Agenda Request
Meeting To Be Held: July 27, 2022



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: July 19, 2022

To: Corrina Guardipee-Hall
 Superintendent of Schools

From: John Salois
Title: Director of Human Resources

Subject: Hiring: Teacher Assistant KW/Vina Elementary

Description: Tonia Tatsey is recommending the following for hire:

🚦 Carlissa No Runner, Teacher Assistant - KW Vina

Financial Impact: \$16.73 (\$18.32, L2/S5, after successful completion of 90-day probationary period)

Funding Source (Budget/Grant, etc): Title 1

Attachment(s): None

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 Teacher Assistant		Applicant Recommended Carlissa NoRunner	
Department/Location KW/Vina Elementary		Supervisor Tonia Tatsey	
Type of Position Classified	Starting Date 8/22/22	Term 189 day	

Recruiting Date Posted: 3/3/22 Closing Date: 3/22/22

Comments: Per Board Policy #5120 Recruitment and Selection: Exemptions: the competitive process may be unnecessary in the following circumstance, B. Only one applicant is qualified and meets eligibility requirements and further recruiting is impractical.

No.	Applicants Name (Alphabetical by Last Name)	Date Application Received	Minimum Requirements Met?	Date Interviewed
	Carlissa NoRunner	7/12/2022	Yes	N/A

Interview Committee	Title	Name	Title

Recommendation: Carlissa had been in this position previously, but resigned due to personal reasons. She knows the position and did an excellent job when she worked previously.

Pre-Employment Requirements	Date Initiated	Completed? (Y)es (N)o	Results Received (Negative = OK)
Drug test	7/14/22	Yes	Ok
State & Federal Criminal background check	7/14/22	No	
Tribal Background check	7/14/22	No	

Salary: \$16.73-\$18.32 Placement: L2/S0(S5) Contract Days: 189 days-prorated

Prepared by: John E Salois Date 4/1/22 Approved by: _____ Date: _____