

Browning Public Schools  
**Board Agenda Request**  
Meeting to Be Held: February 8, 2024



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**Recognition:**    Students                       Staff                       Parents  
**Information:**    Building Report                       Old Business                       Superintendent's Report  
**Action:**    Resignation                       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:**    2/6/24

**To:**        Corrina Guardipee-Hall  
                 Superintendent of Schools

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

**Subject:** **Hire: BMS Girls' Volley Ball Coach 2023-2024 sport season**

**Description:** Tony Wagner is recommending the following hire for the 2023-2024 sport season:

🚩 Cara Guardipee, BMS Girls' Volleyball Coach (Exp. 0)

**Financial Impact:** \$860.00

**Funding Source (Budget/grant, etc.):** 126 50 720 3595 150

**Attachment(s):** Hiring Report

**Approval:** Superintendent's Office/Finance/Personnel as applicable (Initial) \_\_\_\_\_

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

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**Board Action:**         N/A (Info)    Approved    Denied    Tabled to: \_\_\_\_\_



## Browning Public Schools Hiring Selection Report

Position <b>Girls' Volleyball Coach</b>		Applicant Recommended <b>Cara Guardipee</b>	
Department/Location <b>BMS</b>		Supervisor <b>Tony Wagner</b>	
Type of Position <b>Coach</b>	Starting Date	Term <b>2023-2024 Sport Season</b>	

**Recruiting**      Date Posted:      Updated:      Closing Date:

**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
	Cara Guardipee			

Interview Committee	Title	Name	Title

**Recommendation:** Recommended based on her experience as a volleyball player in high school and her community involvement. She was highly recommended from our current coaches. Cara would also be a good fit for the 6th graders.

Pre-Employment Requirements	Date Initiated	Completed? (Yes (N)o	Results Received (Negative = OK)
Drug test	8/23/23	Yes	OK
State & Federal Criminal background check	8/29/23	Yes	OK
Tribal Background check	8/24/23	Yes	OK

Salary: \$860.00      Placement: Exp. 0      Contract Days: 2023-2024 Sport Season

Prepared by: Bev Sinclair      Date 2/6/24      Approved by: \_\_\_\_\_      Date: \_\_\_\_\_