

Browning Public Schools
Board Agenda Request
Meeting to Be Held: October 26, 2022



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"/> Resignation	<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: October 17, 2022

To: Corrina Guardipee-Hall
Superintendent of Schools

From: John Salois
Title: Director of Human Resources

Subject: Hiring: BES Personal Care Attendant

Description: Ginny Crawford/Rebecca Rappold recommends the following hire for the 2022-2023 AY

- Kendal Hall, Personal Care Attendant

Pending Successful completion of pre-hiring process

Financial Impact: L1/S0 \$15.08 (\$15.69 after the successful completion of a 90-day probationary period)

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 Personal Care Attendant		Applicant Recommended Kendall Hall	
Department/Location Browning Elementary School		Supervisor Ginny Crawford-Sheila Hall	
Type of Position Classified	Starting Date 10/28/22	Term 189 day prorated	

Recruiting Date Posted: 9/6/22 Closing Date: 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 candidates and 6 PCA position.

No.	Applicants Name (Alphabetical by Last Name)	Date Application Received	Minimum Requirements Met?	Date Interviewed
Kendall Hall		9/7/22	yes	N/A

Interview Committee	Title	Name	Title

Recommendation: Kendall Hall meets minimum requirements for this position.

Pre-Employment Requirements	Date Initiated	Completed? (Y)es (N)o	Results Received (Negative = OK)
Drug test	9/30/22	Yes	OK
State & Federal Criminal background check	10/4/22	No	Pending
Tribal Background check	10/4/22	No	Pending

Salary: \$15.08/\$15.69. Placement: L1/S0. Contract Days: 189 days prorated for late start

Prepared by: _____ Date 8/29/2022 Approved by: _____ Date: _____