

Browning Public Schools
Board Agenda Request
Meeting To Be Held: September 29, 2021



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: September 21, 2021

To: Corrina Guardipee-Hall
 Superintendent of Schools

From: John E Salois
Title: Director of Human Resources

Subject: Hiring: Assistant Cook-Napi

Description: Lynne Keenan is recommending the following hire:

✚ Mariliza Woodward Assistant Cook

Financial Impact: Per Classified Salary Schedule: Lane 1 Step 0 \$14.33 (14.94 after the successful completion of a 90-day probationary period)

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 Assistant Cook-Napi		Applicant Recommended Mariliza Woodward	
Department/Location Child Nutrition		Supervisor Lynne Keenan	
Type of Position Classified	Starting Date 10/1/2021	Term 189 day	

Recruiting Date Posted: 2/16/21-4/13/21-6/24/21 Closing Date: until filled

Comments: Per Board Policy #5120 Recruitment and Selection: Exemptions: the competitive process may be unnecessary in the following circumstance, B. Only two applicants are qualified and meet eligibility requirements and further recruiting is impractical. Mariliza was the only qualified candidate to submit an application. As the school year is starting further recruitment is impractical

No.	Applicants Name (Alphabetical by Last Name)	Date Application Received	Minimum Requirements Met?	Date Interviewed
1	Mariliza Woodward	9/14/21	Yes	9/21/2021

Interview Committee		Title	Name	Title
Lynne Keenan	Director Child Nutrition			
Jaime Albert	Secretary Child Nutrition			
Dixie Guardipee	Secretary Facilities			

Recommendation: Mariliza has been approved to sub for BPS. She does have some cook experience and is willing to learn.

Pre-Employment Requirements	Date Initiated	Completed? (Yes (N)o	Results Received (Negative = OK)
Drug test	On file	pending	pending
State & Federal Criminal background check	On file	pending	pending
Tribal Background check	On File	pending	pending

Salary 14.33/\$14.94	Placement: L1/S0	Contract Days: 189
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Prepared by: John E. Salois Date 3/3/21 Approved by: _____ Date: _____