

Browning Public Schools
Board Agenda Request
Meeting To Be Held: February 28, 2024



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

Date: 2/20/24

To: Corrina Guardipee-Hall
 Superintendent of Schools

From: Bev Sinclair
Title: Director of Human Resources

Subject: Hiring: Assistant Cook-BES

Description: Dalaina Grant is recommending the following individual for employment:

 Chamisa AfterBuffalo, BES Assistant Cook

Funding Source: Salaries, benefits, and payroll costs to be charged against budgets for respective building/department/program/grant as applicable.

Attachment(s): Hiring 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 Assistant Cook		Applicant Recommended Chamisa Afterbuffalo	
Department/Location Food Services/BES		Supervisor Dalaina Grant	
Type of Position Classified	Starting Date 3/1/24	Term 187	

Recruiting Date Posted: 1/9/24 Updated: 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 qualified candidates who have applied for three available positions.

No.	Applicants Name (Alphabetical by Last Name)	Date Application Received	Minimum Requirements Met?	Date Interviewed
	AfterBuffalo, Chamisa	1/18/24	YES	2/13/24

Interview Committee	Title	Name	Title
Dalaina Grant	Food Service Director		
Teri DeRoche	Food Services Secretary		
Jonathan Cadotte	Site Supervisor		

Recommendation: Chamisa has experience working with children, and she is excited to work for Food Services.

Pre-Employment Requirements	Date Initiated	Completed? (Y)es (N)o	Results Received (Negative = OK)
Drug test	1/22/24	Yes	Ok
State & Federal Criminal background check	1/24/24	Yes	Ok
Tribal Background check	1/22/24	Yes	Ok

Salary: L1/S0, \$15.85 Placement: L1/S1, \$16.46 Classified **Contract Days:** 187

Prepared by: Bev Sinclair Date 2/20/24 Approved by: _____ Date: _____