

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



---

<b>Recognition:</b>	<input type="checkbox"/> Students	<input type="checkbox"/> Staff	<input type="checkbox"/> Parents
<b>Information:</b>	<input type="checkbox"/> Building Report	<input type="checkbox"/> Old Business	<input type="checkbox"/> Superintendent's Report
<b>Action:</b>	<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: Napi Elementary School Personal Care Attendant

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

- Megan DesRosier, Personal Care Attendant

**Pending Successful Completion of Pre-hiring process**

**Financial Impact:** \$15.08/\$15.69 L1/S0 \$15.08 (\$15.69 after 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 <b>Personal Care Attendant</b>		Applicant Recommended <b>Megan DesRosier</b>	
Department/Location <b>Napi Elementary School</b>		Supervisor <b>Ginny Crawford-Sicily Bird</b>	
Type of Position <b>Classified</b>	Starting Date <b>10/28/22</b>	Term <b>189 day prorated</b>	

**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
1	Megan Desrosier	9/7/22	yes	N/A

Interview Committee	Title	Name	Title

**Recommendation:** Megan DesRosier meets minimum requirements for the position.

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

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

Prepared by: John Salois      Date 8/29/2022      Approved by: \_\_\_\_\_      Date: \_\_\_\_\_