

Browning Public Schools
Board Agenda Request
Meeting To Be Held: March 25, 2024



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: 3/21/24

To: Corrina Guardipee-Hall
 Superintendent of Schools

From: Bev Sinclair
Title: Director of Human Resources

Subject: Hiring: Custodian-Napi

Description: Sicily Bird is recommending the following hire:

✚ Gwenalee McConnell, Napi Elementary Custodian

Financial Impact: L2/S0; \$17.50 (L2/S1; \$18.12 after successful completion of 90-working-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): Hiring Selection Report

Superintendent Action: Approved Denied Deferred Initial & date: _____

Comments: _____

Board Action: N/A (Info) Approved Denied Tabled: _____



Browning Public Schools Hiring Selection Report

Position Custodian		Applicant Recommended Gwenalee McConnell	
Department/Location Napi		Supervisor Sicily Bird	
Type of Position Custodial	Starting Date 3/26/24	Term 260 Day	

Recruiting. Date Posted:	Re-advertised:	Closing Date:
Comments:		

No.	Applicants Name (Alphabetical by Last Name)	Date Application Received	Minimum Requirements Met?	Date Interviewed
	Lawrence, William	04/14/24	Yes	3/15/24
	McConnell, Gwenalee	01/09/24	Yes	3/15/24

Interview Committee	Title	Name	Title

Recommendation: Gwenalee has been working as a custodian at BCC since last January. She is aware of sanitization needs for certain areas; as well as safety precautions to take when cleaning with certain sprays/chemicals.

Pre-Employment Requirements	Date Initiated	Completed? (Y)es (N)o	Results Received (Negative = OK)
Drug test	01/10/24	Yes	Ok
Criminal background check	01/22/24	Yes	Ok
Tribal Background Check	02/02/24	Yes	Ok

Salary: L2/S0, \$17.50 **Placement Lane:** L2/S1, \$18.12 **Contract Days:** 260 days

Prepared by: Bev Sinclair Date: 3/21/24 Approved by: _____ Date: _____