

Browning Public Schools  
**Board Agenda Request**  
Meeting To Be Held: 9/12/23



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**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

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**Date:**   9/8/23

**To:**   Corrina Guardipee-Hall  
            Superintendent of Schools

**From:**   Beverly Sinclair  
**Title:**   Director of Human Resources

**Subject:** Hiring: Personal Care Attendant-BES

**Description:** Rebecca Rappold, Interim SPED Director is recommending the following for hire:

🚩 Laticia Aimsback, Personal Care Attendant

**Financial Impact:** \$15.85 L1/S0 (16.46 L1/S1 after successful completion of 90-day probationary period)

**Funding Source:** Building Impact Aid

**Attachment(s):** Hiring Selection Report

**Superintendent Action:**    Approved    Denied    Deferred   Initial & date: \_\_\_\_\_

**Comments:** \_\_\_\_\_

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**Board Action:**    N/A (Info)    Approved    Denied    Tabled to: \_\_\_\_\_



## Browning Public Schools Hiring Selection Report

Position <b>Personal Care Attendant</b>		Applicant Recommended <b>Laticia Aimsback</b>	
Department/Location <b>BES</b>		Supervisor <b>Sheila Hall</b>	
Type of Position <b>Classified</b>	Starting Date <b>9/13/23</b>	Term <b>189 day</b>	

**Recruiting**      Date Posted: **2/2/23**      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 one applicant is qualified and meets eligibility requirements and further recruiting is impractical. Whisper is the only qualified candidate.

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No.	Applicants Name (Alphabetical by Last Name)	Date Application Received	Minimum Requirements Met?	Date Interviewed
	Laticia Aimsback	8/24/23	Yes	9/1/23

Interview Committee	Title	Name	Title
Rebecca Rappold	Interim SpEd Director		
Tracy Coursey	SpEd Administrative Assistant		
Monty Lucke	SpEd Adaptive PE		

**Recommendation:** Laticia has prior experience working with young kids and supporting their needs in the classroom setting.

Pre-Employment Requirements	Date Initiated	Completed? (Y)es (N)o	Results Received (Negative = OK)
Drug test	8/29/23	Yes	OK
State & Federal Criminal background check	9/6/23	Yes	OK
Tribal Background check	9/5/23	Yes	OK

Salary: \$15.85/16.46	Placement: <u>L1/S0</u>	Contract Days: 189
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Prepared by: Beverly Sinclair      Date 9/8/23      Approved by: \_\_\_\_\_      Date: \_\_\_\_\_