

Browning Public Schools
Board Agenda Request
Meeting To Be Held: August 30, 2023



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: 8/22/23

To: Corrina Guardipee-Hall
 Superintendent of Schools

From: Bev Sinclair
Title: Director of Human Resources

Subject: Hiring: Assistant Cook-BHS

Description: Corrina Guardipee-Hall is recommending the following for hire:

🚩 Taraceeda Gallagher, Assistant Cook- BHS

Pending successful completion of pre-hire process required

Financial Impact: Lane 2/S0 \$17.50 (\$18.12, L2/S1 after successful completion of 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): 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 Assistant Cook		Applicant Recommended Taraceeda Gallagher	
Department/Location BHS		Supervisor Corrina Guardipee-Hall	
Type of Position Classified	Starting Date 8/31/2023	Term 187 days	

Recruiting. Date Posted: 5/9/23 Re-advertised: Closing Date: Open Until Filled

Comments:

No.	Applicants Name (Alphabetical by Last Name)	Date Application Received	Minimum Requirements Met?	Date Interviewed
	Jonathon Cadotte	7/27/23	Yes	8/11/23
	Taraceeda Gallagher	7/25/23	Yes	8/11/23
	Brennyn Running Crane	7/27/23	Yes	8/11/23

Interview Committee	Title	Name	Title
Corrina Guardipee-Hall	Superintendent		
Francis Bullcalf	Transportation Director		
Yvonne McKenney	Copy Center Operator		

Recommendation: Taraceeda has attended baking school in Great Falls, and she worked in the IHS Kitchen for 1.5 years.

Pre-Employment Requirements	Date Initiated	Completed? (Yes (N)o	Results Received (Negative = OK)
Drug test	8/11/23	Yes	Ok
State & Federal Criminal background check	8/11/23	Yes	Ok
Tribal Background check	Pending		

Salary: \$17.50/18.12 Placement: L2/S1 Contract Days: 187

Prepared by: Beverly Sinclair Date 8/15/23 Approved by: _____ Date: _____