

Browning Public Schools
Board Agenda Request
Meeting To Be Held: October 25, 2023



Recognition:	<input type="checkbox"/> Students	<input type="checkbox"/> Staff	<input type="checkbox"/> Parents
Information:	<input type="checkbox"/> Building Report	<input type="checkbox"/> Old Business	<input type="checkbox"/> Superintendent's Report
Action:	<input type="checkbox"/> Resignations	<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 type="checkbox"/> Elementary (only)	<input checked="" type="checkbox"/> High School/District Wide

Date: 10/18/23

To: Corrina Guardipee-Hall
Superintendent of Schools

From: Bev Sinclair
Title: Director of Human Resources

Subject: Hiring: Families in Transition System Navigator 2023-2024

Description: Irene Augare is recommending the following hire:

✚ Tamara Guardipee, Families in Transition System Navigator
Pending successful completion of pre-hire process.

Financial Impact: \$27,433.00 (prorated from \$38,000.00 @ 135 days)

Funding Source (Budget/Grant, etc): 115-90-438-2100-113-447

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 Families In Transition System Navigator		Applicant Recommended Tamara Guardipee	
Department/Location PCOP		Supervisor Irene Augare	
Type of Position Professional/Technical	Starting Date 10/30/23	Term 187	

Recruiting Date Posted: 10/3/23 Updated: Closing Date:

Comments:

No.	Applicants Name (Alphabetical by Last Name)	Date Application Received	Minimum Requirements Met?	Date Interviewed
	Guardipee, Tamara	10/11/23	YES	10/17/23

Interview Committee		Title	Name	Title
Irene Augare	Director			
Ashlynn Marasco	Hi-Set			
Shanna Little Dog-Leon	Attendance Clerk			

Recommendation: Tamara has many years of experience working with youth and families. She prioritizes communication and is a great role model and advocate.

Pre-Employment Requirements	Date Initiated	Completed? (Y)es (N)o	Results Received (Negative = OK)
Drug test	Pending		
State & Federal Criminal background check	9/22/22	YES	OK
Tribal Background check	9/21/22	YES	OK

Salary: \$27,433 pro-rated from \$38,000.00 Placement: PT Contract Days: 135

Prepared by: Bev Sinclair Date 10/18/23 Approved by: _____ Date: _____