

Browning Public Schools
Board Agenda Request
Meeting To Be Held: July 14, 2026



Recognition: ☐ Students ☐ Staff ☐ Parents
Information: ☐ Building Report ☐ Old Business ☐ Superintendent's Report
Action: ☐ Resignation ☒ 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: 07/06/26

To: Rebecca Rappold
 Superintendent of Schools

From: Beverly Sinclair
Title: Director of Human Resources

Subject: Hiring: Assistant Cook Bullshoe Elementary

Description: Zita Ottersbach is recommending the following hire:

 Samuel Buffalo, Assistant Cook
pending successful completion of the pre-hire process

Financial Impact: L1/S1; \$19.46

Funding Sources: 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-Bullshoe Elementary		Applicant Recommended Samual Buffalo	
Department/Location Food Service		Supervisor Zita Ottersbach	
Type of Position Classified	Starting Date 8/17/26	Term 2026-2027 SY	

Recruiting. Date Posted: 05/12/26 Re-advertised: Closing Date:

Comments:

No.	Applicants Name (Alphabetical by Last Name)	Date Application Received	Minimum Requirements Met?	Date Interviewed
	Buffalo Samual	06/04/26	YES	06/17/26
	ComesAtNight, Donald J.	05/11/26	YES	06/17/26
	DeRoche, Doreen	05/18/26	YES	06/17/26
	SpottedEagle, Dale	On File	YES	06/17/26

Interview Committee		Title	Name	Title
Dalaina Grant	Director			
Cinnamon Salway	Director			
Robert Hall	Director			

Recommendation: Samuel has basic food handling and is familiar with BPS' Food Service program. He has previous experience serving food.

Pre-Employment Requirements	Date Initiated	Completed? (Y)es (N)o	Results Received (Negative = OK)
Drug Test	07/09/26	No	PENDING
State & Federal Criminal background check	07/09/26	No	PENDING
Tribal Background check	07/09/26	No	PENDING

Salary: \$19.46	Placement: L1/S1	Contract Days: 187days
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Prepared by: Bev Sinclair Date 07/06/26 Approved by: _____ Date: _____