

Browning Public Schools  
**Board Agenda Request**  
Meeting To Be Held: August 8, 2024



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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:**   August 1, 2024

**To:**   Rebecca Rappold  
            Superintendent of Schools

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

**Subject: Resignation**

**Description:** The following resignation has been accepted by the Superintendent:

🚩 Jocee Louis, Child Care Aide I, Effective 7-29-24

**Financial Impact:** N/A

**Attachment(s):** Resignation Letter

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

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

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

July 29, 2024

To Whom It May Concern:

I am writing this letter in behalf of Jocee Lewis. Jocee was hired and had a start date of March 5, 2024. Jocee did not show up for the position and when she did call a few day's later she stated that she decided to decline the position. I told her she would have to call HR and let them know.

It is my understanding that this has not happened.

Jocee was a no show and did not ever work at the Child care, but did verbally decline the position.

Rosalyn Racine  
Child Care Coordinator