

Browning Public Schools  
**Board Agenda Request**  
Meeting To Be Held: November 8, 2016



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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:**        November 1, 2016

**To:**            John Rouse  
                    Superintendent of Schools

**From:**        Jason Andreas  
**Title:**        Director of Human Resources

**Subject: Resignations**

**Description:** The following Resignations have been accepted by the Superintendent:

    ✚ Starla Cassidy, Teacher Assistant, Babb Elementary, Effective 11/17/2016

**Attachment(s):** Letter of Resignations

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

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

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

10/31/2016

Browning Public Schools Mail - Resignation Letter



Jason Andreas <jasona@bps.k12.mt.us>

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## Resignation Letter

1 message

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Starla Cassidy <starlac@bps.k12.mt.us>

Mon, Oct 31, 2016 at 10:02 AM

To: Billie Jo Juneau <BillieJoJ@bps.k12.mt.us>, Jason Andreas <JasonA@bps.k12.mt.us>

10/31/16

Starla Cassidy  
Teacher Assistant  
Babb Elementary  
P.O. Box 81  
Babb, Mt 59411

Dear Billie Jo Juneau:

I am writing to notify you that I am providing my two weeks notice and i will be resigning from my position as a Teacher Assistant at the Babb Elementary School with the Browning School District. My last day will be November 17th.

This was not an easy decision to make. The past few years have been very rewarding. I've enjoyed working for you and the school district. I appreciate the opportunities I have been given at the School District and the professional guidance and support I have gotten from everyone.

Please let me know if I can provide any assistance with the transition. I would be glad to provide whatever support I can during my remaining time with the school district. You can also contact me with any questions on my cell phone, 406-450-0984. Thank you for the opportunities for growth that you have provided me.

Thank you,

Starla Cassidy

*Accepted*  
*J. B. Juneau*  
*10/31/16*