

Browning Public Schools  
**Board Agenda Request**  
Meeting To Be Held: January 8, 2019



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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:**   December 27, 2018

**To:**   Corrina Guardipee-Hall  
            Superintendent of Schools

**From:**   Sherie Blue  
**Title:**   Interim Director of Human Resources

**Subject: Resignation**

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

✚ Zita Ottersbach, Child Care Aide II, Child Care Program, Effective: 12/20/2018

**Financial Impact:** na

**Attachment(s):** Resignation Letter

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

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

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

**Zita K. Ottersbach**

PO Box 2790  
Browning, MT 59417  
(406) 260-7685  
[z.ottersbach@gmail.com](mailto:z.ottersbach@gmail.com)  
December 5, 2018

Received  
DEC 20 2018  
DEC 20 2018  
Browning Schools-HR Dept.  
Browning Schools-HR Dept.

**Browning Public Schools**

Nikki Hannon  
Cc: Corrina Guardipee-Hall  
Browning, MT 59417

To Whom It May Concern,

This is my formal resignation letter from my position in the Browning Public Schools Childcare program.

I am resigning in regards to my newborn child, and his various referrals and appointments in the upcoming months. The health of my child is at the forefront of my focus, and although I thoroughly enjoy, and love my position working with the children in the toddler room at the BPS childcare, I have decided it best for my family to give them my full attention while my son is so young, and in need of his mother's care full time. Being a full time college student, as well as a new mother, has proven challenging to also try and work full time.

Although I am sad to be leaving my position, I know that my decision will benefit my family, even though I will miss my coworkers and students dearly.

The childcare program is an excellent program, and when I am ready to return to the workforce, I hope I can be considered for a position within the Browning Public School system.

Thank you for your understanding, and patience during this time. I am grateful for the opportunity I have had to work within the BPS system, with the students in our community.

If you have any further questions or concerns you may feel free to contact me at 406-260-7685.

Sincerely,

**Zita K. Ottersbach**

*CS Hall*  
*12/20/18*