

Browning Public Schools
Board Agenda Request
Meeting To Be Held: October 10, 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 checked="" type="checkbox"/> Resignations	<input 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: 10/5/23

To: Corrina Guardipee-Hall
Superintendent of Schools

From: Bev Sinclair
Title: Director of Human Resources

Subject: Waiver of 8% Penalty Fee for Early Resignation 2023-2024

Description: Whitney Lucke, is requesting that the School Board waive the 8% liquidated damages for early release of her contract due to her resignation from her position of Math Teacher 2023-2024 at BHS. Section six (6) states that the employee shall provide a written request to the Superintendent at least thirty (30) days prior to the date by which the Employee seeks to be released from his/her obligations under the contract. The written request must include:

- a) An explanation of the reasons for the requested release;
- b) A separate, signed letter of resignation;
- c) Payment for the liquidated damage sum referenced above.

Financial Impact: \$3,934.72

Attachment(s): Resignation Letter

Approval: Superintendent's Office/Finance/Personnel as applicable (Initial) _____

Comments: _____

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

Dear Browning Public Schools,

I, Whitney Lucke, am requesting to have the 8% penalty from my contract waived. I understand that finding a math teacher will be difficult, and am willing to try and make this transition as easy as possible, so I will continue working until a plan is made for covering my classes -or- through October 13th. This money will help my family get started on our next step.

Thank you for the consideration,

Whitney Lucke
(406)-845-8998

A handwritten signature in black ink that reads "Whitney Lucke". The signature is written in a cursive, flowing style.