

Browning Public Schools  
**Board Agenda Request**  
Meeting To Be Held: July 28, 2021



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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:**     July 20, 2021

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

**From:**    John Salois  
**Title:**     Director of Human Resources

**Subject:**

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

🚩 Jenna Skunkcap, Special Education Teacher, High School, effective: 7/19/2021

**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    ☐ Tabled to: \_\_\_\_\_

Jul 19, 2021

To: Browning Public School District #9

HR Dept: John Salois  
SPEL Dept: Maunzer Stoll  
129 1st Ave SE  
Browning, MT 59417

Please accept this as my formal notice of volunteer resignation from my position as BHS Special Education teacher for Browning Public School District #9. I am also requesting a waiver of the 8% pay back of my contract in doing so.

I have recently made the difficult decision to leave Browning public schools. I was ready and looking forward to starting my third year as provisional Special Education teacher at the Browning High School this Fall of 2021, but with much thought and consideration, have reached a decision to transfer to another School District due to a number of reasons, but most importantly my children and family.

I have three children (ages 2, 7, and 13). My oldest child transferred to the Heart Butte School District last year to gain extra one-on-one support, as well as have less distractions which worked out better for his learning style. I recognized a difference in his learning and development from attending a smaller school where he was able to connect and have a better understanding with the adults teaching him and peer networking and the benefits thereof.

The experience I gained in my present position has been very positive as I've worked with excellent mentors and I will forever be grateful to them and all their teachings they have shared with me during my time at BPS.

The job I am being offered does cut my salary significantly, however, I am making my decision to transfer to Heart Butte School District #1 based on what fits my family to keep us together and growing. We have outgrown our current residence and it was difficult last year trying to manage my teenager's schedule while working and living in town and tending to my other two children's needs, arrangements and even harder due to the Covid-19 scenario.

I would like to have my family all in one shelter and be able to instruct with the support of family close by to transport and help out with my children when needed. The district offers housing, transportation to family residences if my children need to go somewhere, self-care and childcare which are all important to my family and me at the moment. Because of these factors this will have a less effect on me having to be away from my work location and lessens the risk of today's world staying safe from Covid and more contacts.

In taking this new position, I am taking a significant cut in salary which hurts me financially and therefore I am requesting from the school board that if they could please waive the 8% of my contract salary, due to family hardship and unavailable alternative living situations.

If this request is granted, it will be greatly appreciated and I hope to someday return to Browning School District Number 9 as I thoroughly enjoyed the work I did there. I appreciate your time and consideration in this matter.

Sincerely,

  
Jenna Skunk  
BHS Special Education Teacher

**Received**

**JUL 19 2021**

Browning Schools-HR Dept.

