

Browning Public Schools  
**Board Agenda Request**  
Meeting To Be Held: June 9, 2020



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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:**     June 2 2020

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

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

**Subject: Resignation**

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

🚩 Zita Ottersbach, Supper Program Supervisor, Food Services, Effective: 6/3/2020

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

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**Zita K. Ottersbach**

P.O. Box 2790  
Browning, MT 59417  
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[zitao@bps.k12.mt.us](mailto:zitao@bps.k12.mt.us)  
z.ottersbach@gmail.com

May 28, 2020

**Lynne Keenan**

CC: BPS Human Resources  
Browning Public Schools  
Browning, MT 59417

To Whom It May Concern;

I am writing this letter to formally inform Browning Public Schools, and the Child Nutrition Department, that I will not be seeking to renew my contract for the 2020-2021 school year.

Effective at the end of day, June 3rd, when my current contract ends, I am resigning from my position as the Supper Program Supervisor.

This decision was made with a heavy heart, as I really enjoy working within the Browning Public Schools system, however, in order to continue my journey on the road to higher education, I have decided to return to college in the fall, and have been accepted to the University of Montana, in Missoula.

I will cherish the memories, contacts, and friendships I have gained during my time with BPS, but I am excited to finish my schooling so that I am able to return to Browning with my degree, and do all that I can to contribute to the betterment of our community.

Sincerely,



**Zita K. Ottersbach**

*JK Hall*  
5/29/2020