

RESOLUTION AUTHORIZING NOTICE OF REDUCTION OF DAYS EMPLOYED
TO EDUCATIONAL SUPPORT PERSONNEL

WHEREAS, the Board of Education of North Boone Community Unit School District No. 200, Boone and Winnebago Counties, Illinois, has received reports and recommendations from the administration concerning the number of educational support personnel necessary for the 2013-2014 school year; and

WHEREAS, The Board of Education has determined that it is in the best interest of the School District to reduce the number of days worked for some categories of educational support personnel;

NOW THEREFORE, BE IT RESOLVED by the Board of Education of North Boone Community Unit School District No. 200, Boone and Winnebago Counties, Illinois, as follows:

SECTION 1: That the Board of Education hereby reduces the number of days worked for educational support personnel in the category as identified in **EXHIBIT 1** effective at the end of the present school term.

SECTION 2: That the Board of Education hereby determines that those Educational Support Personnel identified on **EXHIBIT 1**, attached hereto and made a part hereof, are hereby moved to a reduced work calendar effective at the end of the present school term.

SECTION 3: That the President and Secretary of this Board of Education are hereby authorized and directed to give to the person identified on **EXHIBIT 1**, by regular mail and by certified mail, return receipt requested, a written notice of this Board's decision to reduce the number of days worked for that employee at the end of the present school term, which notice shall be substantially in the form of **EXHIBIT 2**, attached hereto and made a part hereof.

SECTION 4: The Superintendent or designee shall also personally deliver a copy of said Notice to said employee with a signature receipt. A specimen copy of said receipt is attached in **EXHIBIT 2** and incorporated by reference.

SECTION 5: This Resolution shall be in full force and effect from and after its adoption.

ADOPTED this 21st day of March 2013, by the following roll call vote:

Member _____ moved the adoption of the foregoing Resolution, and Member _____ seconded the Motion. Upon a roll call vote being taken, the members voted as follows

AYES: _____

NAYS: _____

ABSENT: _____

President, Board of Education
North Boone Community Unit School District 200

ATTEST:

Secretary, Board of Education

EXHIBIT 1

EDUCATIONAL SUPPORT PERSONNEL
REDUCED IN DAYS EMPLOYED
EFFECTIVE AT THE CLOSE OF THE 2012-2013 SCHOOL TERM

Category	Current Days Worked	SY 2014 Days Worked	Days Reduced
Grounds Person			
Kenneth Washburn	245	205	40

EXHIBIT 2

[DISTRICT LETTERHEAD]

**BY REGULAR MAIL AND
CERTIFIED MAIL, RETURN RECEIPT REQUESTED**

DATE

NAME
Address

Dear_____:

You are hereby notified that the Board of Education of North Boone Community Unit School District No. 200 has reduced your annual days employed effective at the end of the present 2012-2013 school term. This is a result of the Board's decision to reduce the number of educational support personnel. Your employment in and services to the school district shall be on a reduced basis beginning in the 2013-2014 School Year. You are eligible for recall rights consistent with The School Code.

Very truly yours,

North Boone Community Unit School District No. 200,
Boone and Winnebago Counties, Illinois

By: _____
President, Board of Education

ATTEST:

By: _____
Secretary, Board of Education

I, _____, received the attached Notice of
Reduction of Days Employed by personal delivery from _____,
of North Boone Community Unit School District 200 on _____,
2013.

STATE OF ILLINOIS)
) SS
COUNTIES OF BOONE AND WINNEBAGO)

SECRETARY'S CERTIFICATE

I, the undersigned, do hereby certify that I am the duly qualified and acting secretary of the Board of Education of North Boone Community Unit School District No. 200, Boone and Winnebago Counties Illinois, and that the attached is a true and correct copy of a Resolution entitled:

**RESOLUTION AUTHORIZING NOTICE OF REDUCTION OF DAYS EMPLOYED
TO EDUCATIONAL SUPPORT PERSONNEL**

That said Resolution has been adopted by a motion duly made, seconded and carried by the affirmative vote of a majority of all members of the Board of Education voting at a duly convened meeting held on March 21, 2013, and has been signed and approved by the President and the Secretary; that the Resolution is now a part of the official records of the Board of Education; and the same has not in any manner been revoked or rescinded, that the attached copy shows the vote for and against the adoption of said Resolution as said vote was recorded; and that the President and each and every member of said Board had due and timely notice of the meeting at which said Resolution was adopted, all as appears from the official records of the proceedings of said Board.

Dated this 21st day of March 2013.

Secretary, Board of Education

Subscribed and Sworn to
before me this 21st day
of March 2013

Notary Public