

**RESOLUTION REGARDING REDUCTION IN FORCE
OF CERTIFIED STAFF (ATHLETIC DIRECTORS)**

WHEREAS, the Board of Education of North Boone Community Unit School District 200 has considered the report of the administration and information concerning programs, staffing needs, and finances for the 2024-2025 and 2025-2026 school years; and

WHEREAS, the School District employed certified employees in the positions attached hereto as *Exhibit A*, for the 2024-2025 school term; and

WHEREAS, the Board of Education of North Boone Community Unit School District 200 has determined that it must discontinue the Athletic Director services of the specific certified employees identified in each of the positions attached hereto as *Exhibit B* due to a decision to eliminate said positions; and

WHEREAS, these persons identified in *Exhibit B* as certified employees in the School District in a position or service which is being discontinued are hereby honorably dismissed as employees of the School District only from those positions due to this reduction in force; and

WHEREAS, pursuant to Section 5/24-12 of the School Code of Illinois, each of the certified employees identified in *Exhibit B* is the certified employee required to be honorably dismissed by the School District based upon the position category and grouping into which each employee is placed, and the qualifications and evaluations of certified employees in the School District; and

WHEREAS, pursuant to Section 5/24-12 of the School Code of Illinois, it is necessary to give such employee written notice of this Reduction In Force on or before April 15, 2025, that such employee will not be re-employed in a contractual stipend capacity for the 2025-2026 school term and whose employment in those specific positions will therefore end at the close of the 2024-2025 school term.

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of North Boone Community Unit School District 200 as follows:

Section 1: The recitals above are hereby repeated and incorporated as if set forth herein.

Section 2: The following positions are hereby discontinued at the close of the 2024- 2025 school year: one High School Athletic Director and one Middle School Athletic Director.

Section 3: The certified employees identified in *Exhibit B* hereto, shall be given written notice of honorable dismissal from the aforementioned positions and reduction in force by regular U.S. Mail delivery, by certified mail, return receipt requested, and by personal delivery with receipt, prior to April 15, 2025, in accordance with Section 5/24-12 of the School Code of Illinois in a form substantially similar to *Exhibit C* attached hereto.

Section 4: This Resolution shall be in full force and effect upon its passage.

Member _____ moved that the foregoing resolution be adopted and Member _____ seconded the motion. Upon a roll call vote being taken, the members voted as follows:

Ayes:

Nays:

Absent:

Adopted and approved this _____ day of _____, 2025.

The President declared the motion carried and the Resolution duly adopted.

Board of Education
North Boone Community Unit
School District 200
Boone and Winnebago Counties, Illinois

By: _____
President

Attest:

Secretary

EXHIBIT A

Certified Positions, or Reduction in the Number of Such Positions, Being Discontinued/Reduced/
Eliminated:

1. High School Athletic Director
2. Middle School Athletic Director

EXHIBIT B

Certified Employees Being Honorably Dismissed Due to Elimination/Reduction of Positions in the School District:

<i>Name of Certified Employee</i>	<i>Position(s) Being Reduced or Eliminated</i>
1. Aaron Sullivan	High School Athletic Director
2. Ben Doyle	Middle School Athletic Director

EXHIBIT C

[DISTRICT LETTERHEAD]

Date: _____

Name
Address of Teacher

Dear _____:

You are hereby notified that you are honorably dismissed as High School Athletic Director in this School District, effective at the end of the current school term. The reason for your dismissal is the decision of the Board of Education to discontinue the position of High School Athletic Director, due to the financial position of the District, due to economic necessity and related programming decisions.

Very truly yours,

Board of Education of
North Boone Community Unit School District 200
Boone and Winnebago Counties, Illinois

By: _____
President, Board of Education

ATTEST:

Secretary, Board of Education

By:
Regular U.S. Mail Delivery
Certified Mail - Return Receipt Requested
Personal Delivery

AFFIDAVIT OF PERSONAL SERVICE

I, _____, being duly sworn, depose and say:

1. That I am 18 years of age and reside at:_____.

2. On the____ day of _____, 2025 at_____ (specify time)

at _____, I personally delivered a copy of the letter of honorable dismissal (location)
of _____ as a teacher from North Boone Community Unit School District 200. (name of the certified employee)

3. I personally served a copy of said letter by delivering the letter in person to: _____ at said time and place.
(Name/to whom papers given)

4. I knew the person so served to be: _____
(Name/to whom papers given)

Signature of Person
Personally Delivering
Letter

Signed and sworn to before me this ____ day of _____, 2025.

Notary Public

[Notary Stamp]

Acknowledgment of Receipt

I _____ hereby acknowledge that I was personally handed the above-referenced letter of honorable dismissal from North Boone Community Unit School District 200 on the _____ day of _____, 2025.

Signature

PROOF OF SERVICE
Regular and Certified Mailings

I, _____, state that I provided a copy of the letter of honorable dismissal from North Boone Community Unit School District 200 to _____ by sending it to _____ on the __ day of _____, 2025, at or before 5:00 p.m, by regular U.S. mail delivery and by certified mail delivery.

SUBSCRIBED AND SWORN
to before me this ___ day of _____, 2025.

[Notary stamp]

Notary Public