

**RESOLUTION FOR HONORABLE REASSIGNMENT/REDUCTION IN PAY****(Educational Support Personnel – Reduction in Force)**

WHEREAS, the Board of Education of Oak Park Elementary School District No. 97, Cook County, Illinois, has made a decision to decrease the number of educational support personnel employees employed thereby and/or to discontinue some particular type of educational support services, pursuant to Section 10-23.5 of The School code of Illinois (105 ILCS 5/10-23.5); and

WHEREAS, the hereinafter named employees are educational support personnel employees in School District No. 97; and

WHEREAS, the Board must first dismiss all educational support personnel employees with the shorter length of continuing service with the School District within the respective category of position, or, in the sequence established in the collective bargaining agreement between the Board and any exclusive bargaining agent; and

WHEREAS, the Board has determined that the hereinafter named educational support personnel employees shall be honorably reassigned within the designated category of position, which will result in a reduction of pay and/or hours as of the end of the 2010-2011 school term.

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of Oak Park Elementary School District No. 97, Cook County, Illinois, as follows:

Section 1: That the following educational support personnel employees are hereby honorably reassigned within the designated category of position effective as of the end of the 2010-2011 school term by reason of the decision of the Board of Education to decrease the number of educational support personnel employees employed thereby:

<u>Name</u>	<u>2010-2011 Position</u>	<u>2011-2012 Position</u>
Cynthia Harrison	School Secretary	School Receptionist
Lonya Boose	School Secretary	School Receptionist
Tasha Guerino	School Secretary	Media Aide
Ellen McKay	Full Year Admin. Asst.	Full Year Secretary
Carolyn Berg	Permanent Substitute	Teacher Assistant
Elizabeth Cherry	Permanent Substitute	Teacher Assistant
Carla Hudson	Permanent Substitute	Teacher Assistant
Lenard Robertson	Permanent Substitute	Teacher Assistant

**FOR ACTION:**

**MARCH 22, 2011**

**2.2.3 (Cont.)**

Section 2: That the Board of Education of School District No. 97 hereby authorizes and directs the Superintendent to give such educational support personnel employees the written Notice and Statement of Honorable Reassignment, in the form attached hereto as Exhibit 1 and incorporated herein by this reference, by certified mail, return receipt requested, at least thirty (30) days before the employee is removed or dismissed.

Section 3: That the Superintendent, or designee, shall also personally deliver a copy of said notice to each employee honorably dismissed pursuant to this Resolution.

Section 4: That this Resolution shall be in full force and effect forthwith upon its adoption.

Member \_\_\_\_\_ moved the adoption of the Resolution and Member \_\_\_\_\_ seconded it. Upon roll call vote, the members voted as follows:

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

ABSENT: \_\_\_\_\_

ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_ 2011.

\_\_\_\_\_  
President, Board of Education

ATTEST:

\_\_\_\_\_  
Secretary, Board of Education

**FOR ACTION:**

**MARCH 22, 2011**

**2.2.3 (Cont.)**

**EXHIBIT 1**

March 22, 2011

To:

Dear \_\_\_\_\_;

We regret to advise you that the Board of Education of Oak Park Elementary School District No. 97, Cook County, Illinois, pursuant to Section 1023.5 of The School Code of Illinois, has determined that you are to be honorably reassigned effective as of the end of the 2010-2011 school term which will result in a reduction of pay and/or hours. The reason for your dismissal is the decision of the Board of Education to decrease the number of educational support personnel employed by the School District, accordingly, your employment in your current position with the School District shall terminate at the end of the day on June \_\_, 2011, and your assignment in the new position will begin on \_\_\_\_\_.

Sincerely;

Board of Education  
Oak Park Elementary School District 97  
Cook County, Illinois

By: \_\_\_\_\_  
President, Board of Education

ATTEST:

\_\_\_\_\_  
Secretary, Board of Education

CERTIFIED MAIL  
RETURN RECEIPT REQUESTED  
HAND DELIVERED