



RESOLUTION

HONORABLE DISMISSAL OF PART-TIME EDUCATIONAL SUPPORT PERSONNEL EMPLOYEES

WHEREAS, the educational support personnel employees listed in this Resolution were employed by the Board of Education of Central Community Unit School District No. 301 on a part-time basis during the 2024-2025 school year; and

WHEREAS, the Board has determined that these part-time educational support personnel employees shall not be reemployed for the 2025-2026 school year;

NOW, THEREFORE, Be It Resolved by the Board of Education of Central Community Unit School District No. 301, Kane County, Illinois, that:

Section 1: The following named part-time educational support personnel employees shall not be reemployed for the 2025-2026 school year.

Olivia McMurray

Section 2: The President and Secretary of the Board are authorized and directed to give the educational support personnel employees a written Notice of Dismissal, together with the reason therefore, by first class mail. A copy of this Notice is attached as Exhibit A and incorporated by reference.

Section 3: The Superintendent or designee shall also deliver a copy of the Notice to the educational support personnel employees by certified mail, return receipt requested, and personally with a signature receipt. A copy of the receipt is attached as Exhibit B and incorporated by reference.

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

ADOPTED this 19th day of May, 2025, by the following vote:

AYES:

NAYS:

ABSENT:

ATTEST

Board President

Board Secretary

EXHIBIT A

May 20, 2025

**Via First Class Mail and
Certified Mail, Return Receipt Requested and Personal Delivery**

RE: NOTICE OF HONORABLE DISMISSAL

Dear _____:

As you know, you were employed on a part-time basis. This serves as official notice that your part-time employment will be concluding. At its meeting held on May 19, 2025, the Board of Education of Central Community Unit School District No. 301, Kane County Illinois, resolved to terminate your employment effective at the end of the June 5th, 2025 work day. We truly appreciate your service to the school district.

Sincerely,

Board of Education
Central Community Unit School District No. 301
Kane County, Illinois

ATTEST

Board President

Board Secretary

EXHIBIT B

RECEIPT CONFIRMATION

I, _____, received the attached Notice of Dismissal by
(name of employee)

personal delivery from _____, Principal, of
(name of person delivering notice)

Central Community Unit School District No. 301, Kane County, on May 20, 2025.

(signature of employee)