

**BOARD RESOLUTION AUTHORIZING
NOTICE OF REMEDIAL WARNING**

WHEREAS, the Board of Education (the “Board of Education”) of Lake Bluff School District No. 65, Lake County, Illinois (the “District”), has the responsibility to manage and operate the schools of said District; and

WHEREAS, the Board of Education has the power to dismiss tenured teachers pursuant to Sections 5/10-22.4 and 5/24-12 of the *Illinois School Code*; and

WHEREAS, the Board of Education has received information, reports and recommendations from its administration regarding the conduct of Ms. Frances Zale, a tenured teacher on contractual continued service status in the District; and

WHEREAS, the Board of Education finds and determines that the conduct of Ms. Zale in this District has been unsatisfactory, and warrants an official Notice of Remedial Warning from the Board of Education; and

WHEREAS, the Board of Education finds and determines that such information, reports and recommendations received from the administration sets forth causes, charges, reasons, and defects in the conduct of Ms. Zale which, if not removed, may constitute causes, charges, and reasons warranting her discharge and dismissal from the teaching staff of this District;

NOW, THEREFORE, *Be It Resolved* by the Board of Education of Lake Bluff School District No. 65, Lake County, Illinois, as follows:

SECTION 1: That Ms. Zale shall be given a Notice of Remedial Warning, (“Notice”), said Notice to be substantially in the form of, and for the causes, charges and reasons set forth in, the Exhibit A attached hereto and made a part hereof.

SECTION 2: That said Notice enumerates causes, charges, reasons and defects that this Board determines may result in discharge and dismissal of Ms. Zale as a teacher in the District, if said causes, charges, reasons and defects are not corrected and remedied.

SECTION 3: That the President and Secretary of the Board of Education are hereby authorized and directed to sign and send or cause to be sent to Ms. Zale, a copy of said Notice of Remedial Warning, by certified mail, return receipt requested.

SECTION 4: That the Superintendent or her designee shall also personally deliver a copy of said Notice to Ms. Zale via electronic means.

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

ADOPTED this 17th day of December, 2024, by the following roll call vote:

AYES:

NAYS:

ABSENT:

By: _____
President, Board of Education

ATTEST:

Secretary, Board of Education

NOTICE OF REMEDIAL WARNING

December 17, 2024

Ms. Frances Zale
1510 Orchard Lane
Northbrook, IL 60062

Dear Ms. Zale:

You are hereby officially notified that your conduct as a teacher in this School District is deficient and unsatisfactory in the respect(s) set forth below. These deficiencies in your conduct, and the negative effects on the teaching and learning environment in the District, have been discussed with you by the District administration prior to the issuance of this Notice of Remedial Warning.

The purpose of this letter is to notify you that the Board of Education has determined the deficiencies to be causes, charges, reasons, and defects which, if repeated, may result in charges against you and in your dismissal as a teacher in this School District. You are hereby instructed to correct and remedy each and every cause, charge, reason and defect set forth below. Please feel free to request the aid of the District's administration to bring about a correction of these deficiencies.

The following are such causes which, if not remedied or corrected within a reasonable time of receipt of this notice, may result in charges being placed against you for dismissal:

1. Unprofessional and unacceptable repeated behavior regarding duties as assigned.
2. Unprofessional and unacceptable conduct related to your communication with Administration, Staff, Parents and Students.
3. Unprofessional and unacceptable conduct that resulted in a distraction and educational/professional/personal disruption to applicable students, families, colleagues and administration.
4. Unprofessional and unacceptable failure to perform duties as assigned.

It is our hope that these deficiencies will be remedied, and you are hereby directed to cease and correct each and every deficiency immediately upon receipt of this Notice.

Finally, you are directed not to contact any person, including students, parents, District employees or supervisors, whether current or former, who either are, or who you believe may be, responsible for the information, reports and recommendations which led to this action, in any way which could be interpreted or viewed as substantially interfering with work performance, or creating an intimidating, hostile, or offensive working or educational environment. Your attention to these important directives is fully expected.

Sincerely,

**THE BOARD OF EDUCATION OF LAKE BLUFF SCHOOL
DISTRICT NO. 65, LAKE COUNTY, ILLINOIS**

By: _____
Its President

ATTEST:

By: _____
Its Secretary