

**BOARD OF EDUCATION OF HARLEM SCHOOL DISTRICT 122 RESOLUTION
AUTHORIZING THE HONORABLE DISMISSAL OF EDUCATIONAL SUPPORT
PERSONNEL**

WHEREAS, the Board of Education of Harlem School District 122 has considered the reports of its administrators concerning the number of educational support personnel currently employed by the School District, and the needs of the District regarding staffing levels for educational support personnel; and

WHEREAS, the Board of Education has concluded that it is in the best interests of the School District to decrease the number of educational support employees in the District, pursuant to Section 10-23.5 of the Illinois School Code (105 ILCS 5/10-23.5); and

WHEREAS, the persons listed below are currently employed as educational support personnel, in the positions identified below that are to be reduced as a result of the foregoing determination(s); and

WHEREAS, as a result of the decrease in the number of educational support personnel employees as stated herein and in accordance with the sequence of honorable dismissal of educational support personnel employees required by Section 10-23.5 of the Illinois School Code and Article Eleven of the collective bargaining agreement for 2025-2028 between the Board and the Harlem Federation of Support Staff Council Local 540 (the "CBA"), the below-listed individuals should be honorably dismissed from employment as educational support personnel employees of this School District for the next ensuing school year.

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of Harlem School District 122, Winnebago County, Illinois, as follows:

Section 1. The foregoing recitals are incorporated into and made part of this Resolution.

Section 2. The following employees are hereby honorably dismissed as educational support employees within the designated category of position set forth below at the end of the 2025-2026 school term and said persons shall not be re-employed as educational support personnel employees in the School District for the 2026-2027 school term, and the present employment of said persons shall terminate at the end of the 2025-2026 school term:

Employee Name	Council	Position	Service Date
Alyssa Grow	Secretarial	Elementary Office Secretary	9/2/2025
Danielle Dobson	Secretarial	Middle School Counseling Center Secretary	12/1/2025

Section 3. The President of the Board of Education is hereby authorized and directed to execute and cause to be sent to such person(s) a copy of this Resolution and written notice of honorable dismissal substantially in the same form attached hereto as “Exhibit A” and incorporated herein by reference, by certified mail, return receipt requested and/or by personal delivery.

Section 4. The Superintendent, or designee, is authorized to cause said executed copies to be delivered by certified mail, return receipt requested, and/or personal delivery.

Section 5. This Resolution shall be in full force and effect immediately upon its adoption. All prior resolutions, or portions thereof, which are inconsistent or in conflict with the terms of this Resolution are hereby repealed.

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

AYES: _____

NAYS: _____

ABSENT: _____

ABSTAIN: _____

Board of Education of Harlem School District No.
122, Winnebago County, Illinois

By: _____
President, Board of Education

ATTEST:

Secretary, Board of Education

STATE OF ILLINOIS)
)
COUNTY OF WINNEBAGO) SS

CERTIFICATION

I, the undersigned, do hereby certify that I am the duly qualified and acting Secretary of the Board of Education of Harlem School District No. 122, Winnebago County, Illinois (Board), and as such official I am the keeper of the records and files of the Board.

I do further certify that the foregoing constitutes a full, true and complete copy of the Resolution adopted by the Board at its meeting held on the 8th day of March, 2026, said Resolution entitled:

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a true, correct and complete copy of which said Resolution as adopted at said meeting appears in the minutes of said meeting.

I do further certify that the roll call vote taken adopting said Resolution was conducted openly, that said meeting was called and held at a specified time and place convenient to the public, that said meeting was called and held in strict compliance with the provisions of the *Open Meetings Act* of the State of Illinois, as amended, and that the Board of Education has complied with all of the provisions of said *Act* and with all of the procedural rules of the Board.

IN WITNESS WHEREOF, I hereunto affix my official signature this ___ day of _____, 2026.

Board of Education of Harlem School
District No. 122, Winnebago County, Illinois

Secretary

Exhibit A

NOTICE OF HONORABLE DISMISSAL

[insert date]

Via Personal Delivery and Certified Mail, Return Receipt Requested

[Staff Name]

[Staff Address]

Dear [Staff Name]:

We regret to advise you that the Board of Education of Harlem School District 122, Winnebago County, Illinois, pursuant to Section 10-23.5 of the Illinois School Code, has determined that you are to be honorably dismissed as an educational support personnel employee of the School District at the end of the 2025-2026 school term. You will not be re-employed as an educational support personnel employee in the School District for the 2026-2027 school term.

The reason for your honorable dismissal is the decision of the Board to decrease the number of educational support personnel employees, pursuant to Section 10-23.5 of the School Code. Your services to the School District shall terminate on the last day of the 2025-2026 school term.

This notice is being sent to you pursuant to a resolution of the Board of Education of Harlem School District 122, duly adopted at a meeting held on _____, 2026.

We thank you for your service to the District.

Very truly yours,

BOARD OF EDUCATION OF HARLEM SCHOOL
DISTRICT 122, WINNEBAGO COUNTY,
ILLINOIS

By: _____

President, Board of Education

ATTEST:

Secretary, Board of Education