

**RESOLUTION AUTHORIZING  
HONORABLE DISMISSAL OF TEACHERS**

**WHEREAS**, the following were employed by the Mid-Valley Special Education Cooperative, Kane County, Illinois, as special education teachers during the 2012-2013 school year:

Amy Whiting-Singer  
Raymond Ziegler

**WHEREAS**, as a result of a decline in student enrollment, the Cooperative has determined to reduce the number of teaching positions in special education effective at the end of the 2012-2013 school year; and

**WHEREAS**, as a result of the this decision, the Executive Advisory Board of the Cooperative has determined that the above-listed teachers shall be honorably dismissed at the end of the 2012-2013 school term and not reemployed for the 2013-2014 school year, pursuant to Section 24-12 of the *School Code* of Illinois (105 ILCS 5/24-12).

**NOW, THEREFORE**, Be It Resolved by the Executive Advisory Board of the Mid-Valley Special Education Cooperative, Kane County, Illinois, as follows:

**Section 1:** That the above recitals are incorporated into and made a part of this Resolution.

**Section 2:** That the following teachers shall be honorably dismissed at the end of the 2012-2013 school term and not reemployed for the 2013-2014 school year, pursuant to Section 24-12 of the *School Code* of Illinois (105 ILCS 5/24-12):

Amy Whiting-Singer  
Raymond Ziegler

**Section 3:** That the Chair and Secretary of the Executive Advisory Board are hereby authorized and directed to send the above-listed teachers a written notice of honorable dismissal by regular mail and by certified mail, return receipt requested, following the adoption of this Resolution, which notice shall be substantially as set forth in Exhibit 1 attached hereto, at least 45 days before the end of the 2012-2013 school term.

**Section 4:** That the Executive Director or her designee shall personally deliver a written notice of honorable dismissal to the above-listed teachers following the adoption of this Resolution, which notice shall be substantially as set forth in Exhibit 1 attached hereto, at least 45 days before the end of the 2012-2013 school term.

**Section 5:** That this Resolution shall be in full force and effect forthwith upon its passage.

By: \_\_\_\_\_  
Board Chair

Attest: \_\_\_\_\_  
Board Secretary

WHEREUPON, member \_\_\_\_\_ moved and member \_\_\_\_\_ seconded the motion that this Resolution be adopted.

After a full and complete discussion thereof, the Board Chair directed the Secretary to call the roll for a vote upon said motion and upon the roll being called, the following members voted aye:

\_\_\_\_\_  
\_\_\_\_\_

The following members voted nay:

\_\_\_\_\_  
\_\_\_\_\_

The Board Chair declared the motion carried and the Resolution adopted, and directed the Secretary to record the same in full in the minutes of the meeting, which was done.

Other business not pertinent to the adoption of the Resolution was transacted at the meeting and, thereafter, upon motion duly made, seconded, and carried, the meeting was adjourned.

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

**NOTICE OF HONORABLE DISMISSAL**  
**EXHIBIT 1**

\_\_\_\_\_, 2013

**Via Regular Mail, and Certified Mail, Return Receipt Requested  
and Personal Delivery**

To:

[insert name and address here]

Dear \_\_\_\_\_:

We regret to advise you that the Executive Advisory Board of the Mid-Valley Special Education Cooperative, Kane County, Illinois, pursuant to Section 5/24-12 of *The Illinois School Code*, has determined that you are to be honorably dismissed as a teacher at the end of the 2012-2013 school term, and not reemployed for the 2013-2014 school year. The reason for your honorable dismissal is due to the Board's determination to reduce the number of special education teachers at the Cooperative. Accordingly, your employment in and services to the Cooperative shall terminate on the last day of teacher attendance which is currently scheduled for \_\_\_\_\_, 2013.

We thank you for your service to Mid-Valley.

Very truly yours,

Executive Advisory Board, Mid-Valley Special  
Education Cooperative, Kane County, Illinois

By: \_\_\_\_\_  
Board Chair

Attest: \_\_\_\_\_  
Board Secretary