

**RESOLUTION  
AUTHORIZING APPOINTMENT OF INDIVIDUAL  
TO  
PREPARE TENTATIVE BUDGET**

Board of Education  
Prospect Heights School District 23  
Cook County, Illinois

WHEREAS, the Board of Education for Prospect Heights School District 23, Cook County, Illinois is required to appoint an individual to prepare a tentative budget in accordance with Section 17-1 of the Illinois School Code;

WHEREAS, the Board of Education for Prospect Heights School District 23, Cook County, Illinois is required to establish a fiscal year for the preparation of the tentative budget in accordance with Section 17-1 of the Illinois School Code;

WHEREAS, the Board of Education for Prospect Heights School District 23, Cook County, Illinois is required to approve the tentative budget prepared in accordance with Section 17-1 of the Illinois School Code

**NOW THEREFORE, BE IT RESOLVED** by the Board of Education for Prospect Heights School District 23, Cook County, Illinois as follows:

SECTION 1: The recitals above are incorporated herein by reference.

SECTION 2: A tentative budget is to be prepared for Prospect Heights School District 23 for the fiscal year beginning July 1, 2024, and ending June 30, 2025.

SECTION 3: Amy McPartlin, Assistant Superintendent for Finance & Operations is hereby appointed to prepare a tentative budget for Prospect Heights School District 23 for the fiscal year beginning July 1, 2024, and ending June 30, 2025.

SECTION 4: The tentative budget that is to be prepared by Amy McPartlin for the fiscal year beginning July 1, 2024, and ending June 30, 2025, and that is prepared pursuant to this Resolution shall be filed with the Secretary of the Board of Education.

SECTION 5: This resolution shall be in full force from and after its passage and approval.

ADOPTED this 11th day of January, 2024 upon receiving a motion from Member \_\_\_\_\_, and a second of the motion by Member \_\_\_\_\_ followed by a roll call vote recorded as follows:

AYES:

\_\_\_\_\_

NAYS:

\_\_\_\_\_

ABSENT/ABSTAIN:

\_\_\_\_\_

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

ATTEST:

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

STATE OF ILLINOIS      )  
  ) SS  
COUNTY OF COOK      )

**CERTIFICATION OF RESOLUTION AND MINUTES**

I, the undersigned, do hereby certify that I am the duly qualified acting Secretary of the Board of Education of Prospect Heights School District 23, Cook County, Illinois (the “Board”), and that 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 a resolution entitled:

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as adopted by the Board at its meeting held on the 11th day of January, 2024.

I do further certify that the deliberations of the Board on the adoption of said resolution were conducted openly, that the vote on the adoption of said resolution was taken openly, that said meeting was held at a specified time and place convenient to the public, that notice of said meeting was duly given to all of the news media requesting such notice, 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 with the provisions of the School Code of the State of Illinois, as amended, and that the Board has complied with all of the provisions of said Act and said Code and with all of the procedural rules of the Board in the conduct of said meeting and in the adoption of said resolution.

IN WITNESS WHEREOF, I hereunto affix my official signature, this 11th day of January, 2024.

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Secretary, Board of Education