

**FORD HEIGHTS SCHOOL DISTRICT 169**  
**MINUTES OF BOARD MEETING HELD**  
**TUESDAY, MAY 2, 2017**

The meeting was called to order by presiding officer Mrs. Lera Cook- **5:00 p.m.**

**PLEDGE OF ALLEGIANCE** (*recited by all in attendance*)

Upon roll call the following members were present:

Present: Cook, Hayslett, LaWrence, Mitchell, Sherman, Viverette  
Absent: Coleman  
Also Present: Dr. Gregory T. Jackson, Superintendent  
Mrs. Coretta Jackson, Assistant Superintendent of Business Administration & Operations  
Mrs. Marilyn Barnes, Director of Curriculum & Instruction  
Mrs. Stephanie Stephen, Director of Federal/State Programs  
Ms. Monique Johnson, Principal Medgar Evers P.A.C.  
Dr. Sharon Rivers, Principal, Cottage Grove U.G.C.

Legal Counsel: **None**

Board President Cook called for a **Reading of Results** of the April 4, 2017 School Board Election - Office of the Cook County Clerk (David Orr). Results were read by Mrs. Coretta Jackson. Results were as follows:

- **Lera Cook** 19.4% for a total of 402 votes
- **Victoria Hayslett** 19.4% for a total of 402 votes
- **Samuel J. LaWrence, III** 22.83% for a total of 473 votes
- **Joe Louis Sherman** 15.88% for a total of 329 votes

This was followed up with the Administering of Oath to newly re-elected Board members, Cook, Hayslett, LaWrence, and Sherman, by Mrs. Gloria Lymore.

**BOARD PRESENTATION - Superintendent Dr. Gregory T. Jackson**

The four (4) newly elected Board of Education members all were presented with Plaques and Clocks. Outgoing Board President Lera Cook, was also presented with a Gavel.







**Minutes of Board of Education  
May 2, 2017  
Page 5**

**AGENDA**

Motioned/Sherman; Seconded/Cook - to approve the agenda.

Roll Call:   Ayes:           Cook, Hayslett, LaWrence, Mitchell, Sherman, Viverette  
              Nays:           None  
              Absent:       Coleman  
              Abstain:     None  
              **6 ayes, 0 nays, 1 absent, 0 abstain, 0 present – motion carried.**

**MINUTES**

Motioned/Sherman; Seconded/Cook - to approve the minutes of ***April 5, 2017 (Regular & Closed)***

Roll Call:   Ayes:           Cook, Hayslett, LaWrence, Mitchell, Sherman, Viverette  
              Nays:           None  
              Absent:       Coleman  
              Abstain:     None  
              **6 ayes, 0 nays, 1 absent, 0 abstain, 0 present – motion carried.**

**CORRESPONDENCE**

**None**

**PART A - REPORT OF THE SUPERINTENDENT**

Superintendent Jackson reminded members of the Board that they were in advanced receipt of his report, but stated that before he presented his report, he would like to call up **MR. DEJUAN A. KEA**, from Springfield, IL to give an update on **House Bill 3052**.

Mr. Kea began by explaining in a condensed format what the Bill called for, what it would eliminate, what would be allowed, what would not be allowed, the number of Board member representation under new consolidation etc. Mr. Kea expressed that at the present moment the Bill is in Rules, and for right now the Bill is deemed somewhat DEAD.

## Minutes of Board of Education

May 2, 2017

Page 6

However, Mr. Kea expressed that there was a certain time span in which Representative Jones, could still resurrect/amend, and or submit a **"Shell Bill"** and/or an extension, to try and make the consolidation happen.

Mr. Kea ended by stating that we were in a war with our own State Representative, and he had never heard of, nor seen such a thing before. He then inquired if there were any questions.

Members of the Board of Education asked several questions of Mr. Kea, who graciously replied to them all.

### **CLOSED SESSION - 5:37 p.m.**

Board President Mitchell then called for Superintendent's Report. However, Board member Hayslett requested that members enter into **CLOSED SESSION**.

Motioned/Hayslett; Seconded/Viverette - to enter into **CLOSED SESSION**

Roll Call:   Ayes:           Cook, Hayslett, LaWrence, Mitchell, Sherman, Viverette  
              Nays:           None  
              Absent:        Coleman  
              Abstain:       None  
              6 ayes, 0 nays, 1 absent, 0 abstain, 0 present – motion carried.

### **RECONVENE REGULAR SESSION - 6:08 p.m.**

Motioned/Cook; Seconded/Viverette - to enter into **REGULAR SESSION**

Roll Call:   Ayes:           Cook, Hayslett, LaWrence, Mitchell, Sherman, Viverette  
              Nays:           None  
              Absent:        Coleman  
              Abstain:       None  
              6 ayes, 0 nays, 1 absent, 0 abstain, 0 present – motion carried.

Board President Mitchell, once again called for the report of the Superintendent. Superintendent Jackson reminded members that they were in advanced receipt of his report and asked for favorable approval, inclusive of **Addendum Report**. He then stated that he would entertain any questions. **THERE WERE NONE.**

**Minutes of Board of Education**  
**May 2, 2017**  
**Page 7**

Motioned/Sherman; Second/Mitchell - to approve **Part A - REPORT OF THE SUPERINTENDENT**, inclusive of **Addendum Report**

Roll Call: Ayes: Cook, Hayslett, LaWrence, Mitchell, Sherman, Viverette  
Nays: None  
Absent: Coleman  
Abstain: None  
6 ayes, 0 nays, 1 absent, 0 abstain, 0 present – motion carried.

**I. CLOSED SESSION**

**A. MATTERS OF PERSONNEL - (POSSIBLE ACTION)**

**II. FOR YOUR AUTHORIZATION**

**A. PERSONNEL (*Pending receipt of all personnel required documents*)**

**1. MOTION TO APPROVE RESOLUTION TO ADOPT AND ISSUE NOTICE TO REMEDY AND INCORPORATED PROFESSIONAL DEVELOPMENT PLAN (*See reference #1*)**

**MOTION TO APPROVE RESOLUTION TO ADOPT AND ISSUE NOTICE TO REMEDY AND INCORPORATED PROFESSIONAL DEVELOPMENT PLAN to *Ms. Deidra Porter*, Fourth Grade Teacher, Medgar Evers Primary Academic Center.**

**2. RESOLUTION AUTHORIZING NOTICE OF HONORABLE DISMISSAL TO CERTAIN EDUCATIONAL SUPPORT PERSONNEL MEMBER (*See reference #2*)**

**MOTION TO APPROVE RESOLUTION AUTHORIZING NOTICE OF HONORABLE DISMISSAL TO CERTAIN EDUCATIONAL SUPPORT PERSONNEL MEMBER**

*Eric Lymore*

**3. RESOLUTION ADJUSTING CERTAIN EDUCATIONAL SUPPORT PERSONNEL SALARIES FOR ECONOMIC REASONS (*See reference #3*)**

**MOTION TO APPROVE RESOLUTION ADJUSTING CERTAIN EDUCATIONAL  
SUPPORT PERSONNEL SALARIES FOR ECONOMIC REASONS**

*Elizabeth Downs*  
*Darcus Nicole Conway Fason*

**B. APPROVAL TO AMEND THE 2016-2017 SCHOOL CALENDAR (See  
reference #4)**

Approval is sought to amend the **2016-2017** School Calendar to abate (remove) **five (5)** emergency days resulting in school closing **May 24**. The calendar represents **180 days**, with **174 days** as student attendance days for the **2016-2017** School Year.

**C. AUTHORIZE SAFE SCHOOLS PROGRAM AGREEMENT (See reference #5)**

Authorization is sought to sign and submit Safe Schools Program Agreement (RISE) for the **FY 2017-2018** School Year.

**III. FOR YOUR INFORMATION**

**A. HOUSE BILL (HB) 3052**

**B. MONTHLY ENROLLMENT (APRIL, 2017)**

**MEDGAR EVERS SCHOOL**

PRE-K	40	KDG	47
GRADE 1	45	GRADE 2	48
GRADE 3	42	GRADE 4	48
		<b>TOTAL</b>	<b>270</b>

**COTTAGE GROVE UPPER GRADE CENTER**

GRADE 5	39	GRADE 6	41
GRADE 7	36	GRADE 8	44
		<b>TOTAL</b>	<b>160</b>



**Minutes of the Board of Education**

**May 2, 2017**

**Page 9**

<b>TOTAL DISTRICT</b>	<b>OUT OF DISTRICT</b>	<b>GRAND TOTAL</b>
<b>430</b>	<b>16</b>	<b>446</b>

**REPORT OF CONTACTS (ATTENDANCE OFFICER):**

**MEDGAR EVERS:**

<b>HOME VISITS</b>	<b>TELEPHONE CONTACTS</b>	<b>PARENT CONFERENCES</b>
<b>12</b>	<b>239</b>	<b>17</b>

**COTTAGE GROVE:**

<b>HOME VISITS</b>	<b>TELEPHONE CONTACTS</b>	<b>PARENT CONFERENCES</b>
<b>3</b>	<b>170</b>	<b>0</b>

**ADDENDUM REPORT**

**I. FOR YOUR AUTHORIZATION**

**A. AUTHORIZE LETTERS OF ENGAGEMENT FOR THE FIRMS AS LISTED BELOW. THEY ARE:**

- 1. MATTHEW O'SHEA AND SARAH KUHN, M/O CONSULTING  
April 1, 2017 - June 30, 2018**
- 2. JOHN C. CORRIGAN AND ASSOCIATES  
April 1, 2-17 - June 30, 2018**
- 3. DEJUAN A. KEA, CSC FIRM, LLC  
April 1, 2017 - June 30, 2018**
- 4. FRANK BASS  
April 1, 2017 - May 30, 2017**

**Minutes of the Board of Education**

**May 2, 2017**

**Page 10**

**PART B - ASSISTANT SUPERINTENDENT OF BUSINESS ADMINISTRATION  
& OPERATIONS**

Mrs. Coretta Jackson informed members that they were in advanced receipt of her report, then inquired if there were any questions. **THERE WERE NONE.** She then asked for approval of her report as submitted:

Motioned/Hayslett; Seconded/Viverette - to approve **Part B - ASSISTANT SUPERINTENDENT OF BUSINESS ADMINISTRATION & OPERATIONS REPORT** as submitted:

Roll Call: Ayes: Cook, Hayslett, LaWrence, Mitchell, Sherman, Viverette

Nays: None

Absent: Coleman

Abstain: None

**6 ayes, 0 nays, 1 absent, 0 abstain, 0 present – motion carried.**

**I. FOR YOUR AUTHORIZATION**

**A. ACCOUNTS PAYABLE**

Authorization is requested to pay Accounts Payable bills for May 2, 2017 in the amount of **\$337,392.91.**

**B. PAYROLL SUMMARY**

The following is the payroll summary for the month of April 2017 as detailed below:

<b>April 14, 2017</b>	<b>\$212,553.79</b>
<b>April 28, 2017</b>	<b><u>\$208,680.08</u></b>
<b>Total</b>	<b>\$421,233.87</b>

**Minutes of the Board of Education**

**May 2, 2017**

**Page 11**

**C. BUILDING RENTAL**

Authorization is requested for the use of the following facilities:

1. Authorization is requested for the use of the following:

A. Date: May 2, 2017 - June 6, 2017  
Time: 9:30 a.m.-11:00 a.m./7:00 p.m.  
Place: Tidye A. Phillips  
Contact: Pastor Shawn Aldridge  
Purpose: Religious Purposes  
Cost: **\$75.00-Sunday/\$25.00-Wednesday**

B. Date: Saturday, June 3, 2017  
Time: 4:00 p.m. - 8:00 p.m.  
Place: Tidye A. Phillips  
Contact: James Coleman  
Purpose: Trunk Party  
Cost: **\$150.00-Building/\$125.00-Custodian**  
(Reference #1)

**D. PETTY CASH**

Authorization is requested to replenish a Petty Cash for the following:

Medgar Evers	\$200.00
Cottage Grove	\$200.00
Supt., Office	<u>\$106.34</u>
<b>Total</b>	<b>\$506.34</b>

**Minutes of the Board of Education**

**May 2, 2017**

**Page 12**

**E. IMPREST FUND**

Authorization is requested to replenish Imprest Fund in the amount of **\$7,499.48**.

**II. FOR YOUR INFORMATION**

**A. 2017-2018 FOOD SERVICE PRODUCT BIDS**

The District will advertise for Sealed Bids for the Foodservice Department, the following items that we are requesting bids for are as follows, they are: Milk, Bread, Groceries & Staples, paper goods, frozen vegetables, meat, fish and poultry. Bids will be opened on Monday, June 26, 2017 at 10:00 a.m. at the District Office.  
(Reference #2)

**PART C - CURRICULUM AND STAFF DEVELOPMENT**

Mrs. Marilyn Barnes reminded members that they were in advanced receipt of her report. Mrs. Barnes then inquired if there were any questions. Seeing there were none, Mrs. Barnes then asked for acceptance her report as submitted:

**I. FOR YOUR INFORMATION**

**A. DEVELOPMENTAL READING ASSESSMENT (DRA)**

Students in kindergarten and first grade will be administered the Developmental Reading Assessment (DRA) beginning on Monday, April 24, 2017 through Friday, May 5, 2017. This will be the third time the DRA has been administered to the students, providing teachers information on: **reading engagement, oral reading fluency, and comprehension**. Teachers are quickly able to determine a student's instructional needs with the completed continuum. Based on those needs, teachers create a plan that documents what each student needs to learn next. Teachers can use the information to differentiate instruction and create instructional groups for Reading.

**Minutes of the Board of Education**

**May 2, 2017**

**Page 13**

**B. JERRY JOHN'S BASIC READING INVENTORY (BRI)**

Beginning on Monday, April 24, 2017 through Friday, May 5, 2017 students in second through eighth grade will be administered the Jerry John's Basic Reading Inventory (BRI). The BRI is used to help gather information for instructional decision making in reading. The assessment allows teachers to gain insights into a student's reading behaviors and reading ability (**word identification, fluency, and comprehension**). The BRI gives teachers the ability to determine three reading levels for each student:

- **Independent Level:** The level at which the student reads fluently with excellent comprehension.
- **Instructional Level:** The level at which the student can make maximum progress in reading with teacher guidance.
- **Frustration Level:** The level at which the student is unable to pronounce many of the words and/or is unable to comprehend the material satisfactorily.

**C. PHONICS ASSESSMENT**

Students in kindergarten through second grade will be administered the final District Phonics Assessment to gauge a sense of the skills they have mastered throughout the year, as well as, the skills that they are still having difficulty with. These results will be given to the teacher whose class the students will be enrolled in for the 2017-2018 school year.

**D. MONTHLY BUILDING REPORTS**

Building reports were submitted by the following personnel:

**Ms. Monique Johnson**, Principal, Medgar Evers Primary Academic Center

**Minutes of the Board of Education**

**May 2, 2017**

**Page 14**

**Dr. Sharon Rivers, Principal, Cottage Grove Upper Grade Center  
Ms. Celestine Burrel, District-Wide Attendance Office**

**E. UPCOMING DATES**

**MAY 4, 2017**

**District-Wide Honors Celebration at Cottage Grove Upper  
Grade Center – 4:00 p.m.**

**MAY 5, 2017**

**Cottage Grove Sports Banquet – 4:00 p.m. – 6:00 p.m.**

**MAY 8, 2017**

**Career Day at Medgar Evers Primary Academic Center - 8:00  
a.m. – 12:00 noon**

**MAY 17, 2017**

**8<sup>th</sup> Grade Graduation Ceremony – Cottage Grove Upper Grade  
Center – 4:00 p.m.**

**MAY 18, 2017**

**Pre-Kindergarten Luncheon**

**MAY 20, 2017**

**4<sup>th</sup> Grade Step- Up – Cottage Grove Upper Grade Center – 9:00  
a.m. – 11:00 a.m.**

**MAY 23, 2017**

**Teacher Institute Day – No school (Students Only)**

**MAY 24, 2017**  
**Last Day of School**

**PART D - FEDERAL STATE PROGRAMS**

Mrs. Stephanie Stephen reminded members of the Board that they were in advanced receipt of her report, then inquired if there were any questions. There were none. Mrs. Stephen then asked for acceptance of her report as submitted:

**I. FOR YOUR INFORMATION**

**A. CIVIL RIGHTS DATA COLLECTION- (CRDC)**

The Civil Rights Data Collection information for Ford Heights School District 169 - 2015/2016 School Year has been submitted. Again this data information is to obtain data related to the nation's public school districts and elementary and secondary schools' obligation to provide equal educational opportunity. To fulfill this goal, the CRDC collects a variety of information, including student enrollment and educational programs and services data that are disaggregated by race/ethnicity, sex, limited English proficiency, and disability. The CRDC is a longstanding and important aspect of the U.S. Department of Education for Civil Rights overall strategy for administering and enforcing the civil rights statutes for which it is responsible.

**B. MONTHLY DISTRICT WIDE FAMILY WORKSHOP SERIES**

On Friday, April 28, 2017 our monthly Parent Meeting will be held

## **Minutes of Board of Education**

**May 2, 2017**

**Page 16**

at Medgar Evers Primary Academic Center from 11:00 a.m. to 1:00 p.m. This parent workshop provided insight on how to plan ahead for their child's future.

May meeting theme is titled : "Keeping Kids Busy & Safe In The Summer." Parents will be served refreshments and raffles will be drawn for prizes.

Our next meeting will be held Friday, May 12, 2017 at Medgar Evers Primary Academic Center. Come out and join us for our final Parent Workshop for the 2016/2017 school year!

### **C. DISTRICT WIDE HONOR AND PERFECT ATTENDANCE CELEBRATION**

**Thursday, May 4, 2017** our annual "**HONOR'S AND PERFECT ATTENDANCE CELEBRATION**" will be held at Cottage Grove Upper Grade Center in the Dr. Willie L. Davis Auditorium starting at **4:00 pm**. All students that have honor roll status of 3.0 and higher and perfect attendance for three (3) consecutive quarters will receive recognition. Immediately following the ceremony parents and students will have refreshments in the cafeteria. Congratulations are in order for all of honor roll and perfect attendance students.

### **D. EARLY CHILDHOOD PRE-KINDERGARTEN PROGRAM**

The Early Childhood Pre-Kindergarten Program is filled to capacity with a total of 40 students. 14 students will be returning next year to the program and 26 will be transitioning into the kindergarten for the 2017/2018 school year.

The Early Childhood Pre-Kindergarten Program will host their transition day **Thursday, May 11, 2017**. This is a process where



## **Minutes of Board of Education**

**May 2, 2017**

**Page 17**

the pre-k students that are transitioning to kindergarten meet their Kindergarten teachers and spend half the day in the kindergarten classrooms.

Also, the Early Childhood Pre-Kindergarten program will host a Pre-K luncheon on **Monday, May 15, 2017** for all students and parents. Teachers and students will host the Pre-K luncheon at Bellaboo's, an interactive museum located in Indiana.

### **E. PARTNERSHIP FOR RESILIENCE SOUTHLAND INITIATIVE MEETING**

**Wednesday, May 10, 2017** district administrators and others will be meeting with the Partnership for Resilience. This meeting will discuss the Southland Education and Health Initiative. The initial goals were to familiarize ourselves on Adverse Childhood Experiences (Aces) and childhood trauma and to jointly explore what could be done to address these challenges, particularly in our partner school districts which have many children living in poverty.

Also this will be a celebration of the Partnership for Resilience's work this year and a chance to hear about the important work occurring across the seven (7) school districts that are part of Partnership for Resilience Southland Initiative Meeting.

## **PART E - PUPIL PERSONNEL SERVICES & SPECIAL EDUCATION**

In absence of Dr. Tamara Young, Superintendent Jackson reminded members that they were in advanced receipt of Mrs. Young's report, then asked for acceptance of her report as submitted:

### **I. FOR YOUR INFORMATION**

#### **A. PROBLEM SOLVING**

The Pupil Personnel Service Team worked on interventions, observations and resources to address the issues that were discussed at the previous Problem Solving meetings with grade level and special education

## **Minutes of the Board of Education**

**May 2, 2017**

**Page 18**

teachers to discuss solutions for those students needing additional support and assistance at Cottage Grove Upper Grade Center and Medgar Evers Primary Academic Center.

We continue to monitor issues of concern through the Problem Solving Team meetings.

### **B. HEALTH SERVICES**

Mobile Care Chicago Dental, a school-based dental program will return on May 1, 2017 to provide follow-up dental treatment to students that are in need of further treatment. Students were identified for further treatment during a regular dental examination that occurred in January of 2017. The state of Illinois requires students in kindergarten and grades second and six to have an oral health examination.

Vision and hearing screening was conducted during the Child Find Assessment at Medgar Evers Primary Academic Center to identify children of a potential vision or hearing problem. These services occurred in April 2017.

Monthly Automated External Defibrillators (AED) and AED Cabinets maintenance check was conducted in the District Office, Cottage Grove, Medgar Evers and Tidye A. Phillips School. New cabinet batteries were replaced as needed.

### **C. COUNSELING PROGRAM**

The student advocate implemented the Positive Behavioral Interventions and Support (PBIS) character value with students through Group and Individual Counseling. This month's PBIS theme is "Perseverance." The aim is for students to learn to continue their course of action even when things get difficult.

The Career, College and Health Fair took place on Thursday, April 27<sup>th</sup>, 2017. Twelve presenters representing a variety of careers were present. Some of the careers represented were a Crime Scene

## Minutes of the Board of Education

May 2, 2017

Page 19

Investigator, Photojournalist, Vice President of a Tax Corporation, Owner of a Music School, Professional Drummer, Juvenile Justice Officer, Engineer, Audit manager, and an Accountant.

Twelve students were inducted into the National Junior Honor Society (NJHS) on April 25, 2017. There were seven 6<sup>th</sup> graders, two 7<sup>th</sup> graders, and three 8<sup>th</sup> graders inducted. Students were selected by a Faculty Council based on the NJHS criteria of scholarship, leadership, character, citizenship and services.

Career Day plans continue for Medgar Evers Primary Academic Center.

### D. CASE MANAGEMENT SERVICES

Child Find was conducted on April 5, 6, and 7, 2017 at Medgar Evers Primary Academic Center.

### E. MONTHLY REPORTS - Departmental reports were submitted by the following (See references #1-2).

District-Wide Advocate - Shawn Aldridge

Geraldine Parham - Health Coordinator

Board President called on Principal's Rivers and Johnson to give updated status's on activities/happenings in their respective buildings. **PRINCIPAL RIVERS** spoke to Math Bowl and upcoming Graduation Ceremony. **PRINCIPAL JOHNSON** addressed Staff Appreciation Week, Spirit Week and Field Day.

### **ADJOURNMENT: 6:19**

Motioned/Hayslett; Seconded/Sherman - to adjourn meeting

Roll Call: Ayes: Cook, Hayslett, LaWrence, Mitchell, Sherman, Viverette

Nays: None

Absent: Coleman

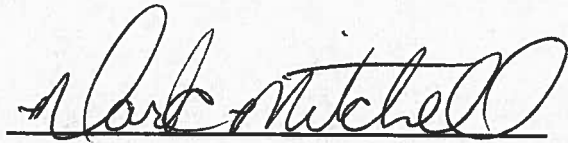
Abstain: None

6 ayes, 0 nays, 1 absent, 0 abstain, 0 present – motion carried.

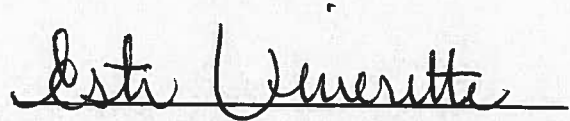
**Minutes of Board of Education**

**May 2, 2017**

**Page 20**

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Mr. Mark Mitchell, President

A handwritten signature in cursive script, appearing to read "Ester Viverette", written over a horizontal line.

Mrs. Ester Viverette, Secretary