

FORD HEIGHTS SCHOOL DISTRICT 169
MINUTES OF BOARD MEETING HELD
TUESDAY, JULY 11, 2017

The meeting was called to order by presiding officer Mr. Mark Mitchell - **5:01 p.m.**

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

Upon roll call the following members were present:

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

Legal Counsel: **None**

QUESTIONS/COMMENTS FROM PUBLIC (2 Minutes)

Board President Mitchell greeted and thanked all in attendance, then inquired if there were any comments from the audience. **THERE WERE NONE.**

AGENDA

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

Roll Call: Ayes: Coleman, Cook, Mitchell, Sherman, Viverette
Nays: None
Absent: Hayslett, LaWrence
Abstain: None
5 ayes, 0 nays, 2 absent, 0 abstain, 0 present – motion carried.

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MINUTES

Motioned/Sherman; Seconded/Cook - to approve the minutes of **July 11, 2017 (Regular) and (Closed Session)**

Roll Call: Ayes: Coleman, Cook, Mitchell, Sherman, Viverette
 Nays: None
 Absent: Hayslett, LaWrence
 Abstain: None
 5 ayes, 0 nays, 2 absent, 0 abstain, 0 present – motion carried.

CORRESPONDENCE

Thank you card from ***Ms. Mary Fulwiley***

Board member Coleman requested President Mitchell called for a motion to enter **CLOSED SESSION**.

CLOSED SESSION: 5:07 P.M.

Motioned/Sherman; Seconded/Mitchell - to enter into **CLOSED SESSION**.

Roll Call: Ayes: Coleman, Cook, Mitchell, Sherman, Viverette
 Nays: None
 Absent: Hayslett, LaWrence
 Abstain: None
 5 ayes, 0 nays, 2 absent, 0 abstain, 0 present – motion carried.

Board Member **Hayslett** entered **CLOSED SESSION** at **5:20 p.m.**

RECONVENE REGULAR SESSION: 5:46 p.m.

Motioned/Cook; Seconded/Sherman - to reconvene **REGULAR SESSION**

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

PART A - REPORT OF THE SUPERINTENDENT

SUPERINTENDENT JACKSON reminded members of the Board that they were in advanced receipt of his report, as well as an **ADDENDUM 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 expressed that at this time **House Bill 3052** has been re-referred to the Rules Committee. He stated that the General Assembly would be returning sometime in August, and that the #1 priority would be Bill dealing with funding of Chicago Public Schools etc. as it is sitting until an agreement can be reached between Senate and Governor.

MR. KEA ended by stating that he would remain diligent in his watch of **House Bill 3052**.

At this juncture, **SUPERINTENDENT JACKSON** reminded members of the Board that they were in advanced receipt of his report, and that there was an Addendum Report. Superintendent Jackson addressed items **A (1)** and **B (1)** of his addendum report, he expressed that he would entertain any questions, then recommended favorable approval of his report as submitted:

Motioned/Hayslett; Seconded/Viverette - to approve **PART A - REPORT OF THE SUPERINTENDENT, inclusive of ADDENDUM REPORT**

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

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Nays: None
Absent: LaWrence
Abstain: None
6 ayes, 0 nays, 1 absent, 0 abstain, 0 present – motion carried.

I. CLOSED SESSION

A. THE APPOINTMENT, EMPLOYMENT, AND COMPENSATION OF SPECIFIC EMPLOYEES OF THE BOARD (POSSIBLE ACTION)

II. FOR YOUR AUTHORIZATION

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

1. APPOINTMENTS

- a. Authorization is sought to appoint **DR. MONICA COLE-JACKSON** as 5th Grade Teacher, Cottage Grove Upper Grade Center, effective **2017-2018 School Year - MA+30, Step 4 - \$45,641.00** .
- b. Authorization is sought to appoint **MEAGHAN GRADY** as 4th Grade Teacher, Medgar Evers Primary Academic Center , effective **2017-2018 School Year - BA, Step 3 - \$40,329** (Replacing Jennifer Roberts).
- c. Authorization is sought to appoint **Benjamin Ginther** as School Social Worker, effective **2017-2018 School Year - MA, Step 6 - \$46,088.00**.

2. AUTHORIZATION TO RESCIND APPOINTMENT

Authorization is sought to Rescind Appointment of **SONYA**

PRINCE, 4th Grade Teacher, Medgar Evers Primary Academic Center which was to be effective for the 2017-2018 School Year.

B. AUTHORIZE AND APPROVAL OF INDIVIDUALS WITH DISABILITIES EDUCATION ACT (IDEA) FLOW AND PRE-SCHOOL GRANT

This grant provides funds to agencies to help ensure that children with disabilities, including children aged three to five, have access to a free appropriate education.

C. AUTHORIZE AND APPROVAL TO SUBMIT EARLY CHILDHOOD - PRE-SCHOOL FOR ALL 3-5 & TITLE I APPLICATIONS FOR THE 2017-2018 SCHOOL YEAR

Authorization to submit the above grants to the Illinois State Board of Education for Fiscal Year 2017-2018.

D. APPROVE BOARD OF EDUCATION MEETING DATES FOR FISCAL YEAR 2017-2018

Meetings of the Board are held on the first (1st) Tuesday on or after the fifth (5th) of the month at 5:00 p.m., Cottage Grove Upper Grade Center. The times and locations are subject to change at the prerogative of the Board of Education. The dates are:

TUESDAY, AUGUST 8, 2017	TUESDAY, FEBRUARY 6, 2018
TUESDAY, SEPTEMBER 5, 2017	TUESDAY, MARCH 6, 2018
TUESDAY, OCTOBER 10, 2017	TUESDAY, APRIL 10, 2018
TUESDAY, NOVEMBER 7, 2017	TUESDAY, MAY 8, 2018
TUESDAY, DECEMBER 5, 2017	TUESDAY, JUNE 5, 2018
TUESDAY, JANUARY 9, 2018	

E. AUTHORIZE LETTER OF ENGAGEMENT FOR CONTINUED FIRM AS LISTED BELOW:

FRANK BASS - JULY 1, 2017 - JUNE 30, 2018

ADDENDUM REPORT:

I. FOR YOUR AUTHORIZATION

A. PERSONNEL

- 1. AUTHORIZE CORRECTION TO APPOINTMENT OF BENJAMIN GINTHER, SCHOOL SOCIAL WORKER, MA, STEP 6 - \$46,088.00**

B. BUILDING RENTAL

- 1. AUTHORIZATION IS SOUGHT FOR THE USE OF THE FOLLOWING FACILITY:**

**Date: Saturday, July 29, 2017
Time: 10:00 a.m. - 3:30 p.m.
Place: Medgar Evers Primary Academic Center
Contact: Sammie Johnson
Purpose: Church Gathering
Cost: 165.00 - Custodian**

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.

Board President Mitchell called for a motion to approve Part B.

Motioned/Cook; Seconded/Sherman - to approve **PART B - ASSISTANT SUPERINTENDENT OF BUSINESS ADMINISTRATION & OPERATIONS REPORT** as submitted:

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

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Nays: None
Absent: LaWrence
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 July 11, 2017 in the amount of **\$242,645.03.**

B. PAYROLL SUMMARY

The following is the payroll summary for the month of June 2017 and Summer Payroll Run Outs as detailed below:

June 9, 2017	\$217,568.11
June 23, 2017	<u>\$225,209.67</u>
Sub Total	\$442,777.78

Summer Payroll Run Outs

1 st Run Out -	\$105,291.90
2 nd Run Out -	\$ 104,814.22
3 rd Run Out -	<u>\$ 97,739.59</u>
Sub Total	\$307,845.71

GRAND TOTAL \$750,623.49

C. BUILDING RENTAL

Authorization is requested for the use of the following facilities:

A. Date: June 11, 2017 - August 8, 2017
 Time: 9:30 a.m.-11:00 a.m./7:00 p.m.-8:00 p.m.
 Place: Tidye A. Phillips
 Contact: Pastor Shawn Aldridge

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- Purpose: Beyond The Veil Kingdom Ministries
Religious Purposes
Cost: **\$75.00-Sunday/\$25.00-Thursday**
- B. Date: Saturday, August 5, 2017
Time: 9:00 a.m.-3:00 p.m.
Place: Tidye A. Phillips
Contact: Pastor Shawn Aldridge
Beyond The Veil Kingdom Ministries
Purpose: Back To School Give Away
Cost: **\$175.00 - Custodian
Reference #1**
- C. Date: Saturday, August 5, 2017
Time: 3:00 p.m. - 8:00 p.m.
Place: Tidye A. Phillips
Contact: Kira Barnes
Purpose: College Trunk Party
Cost: **\$150.00 - Custodian
Reference #2**
- D. Date: Sunday, August 6, 2017
Time: 4:00 p.m. - 9:00 p.m.
Place: Medgar Evers
Contact: James Coleman
Purpose: Baby Shower
Cost: **\$175.00 - Custodian
Reference #3**

D. PETTY CASH

Authorization is replenish and establish Petty Cash for the 2017-2018 School Year:

Building & Grounds \$ 200.00

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Cottage Grove	\$ 200.00
Medgar Evers	\$ 200.00
District Office	\$ 500.00
Business Office	\$ 200.00
Federal & State	\$ 200.00
Total	\$1,500.00

E. IMPREST FUND

Authorization is requested to replenish Imprest Fund for the 2017-2018 School Year in the amount of **\$25,000.00**.

F. 2017 - 2018 FOOD SERVICE PRODUCT BIDS

Food Service bids were opened on Monday, June 26, 2017 at 10:00 a.m. at the District Office by Mrs. Carla Hawkins, Secretary and myself.

We reviewed the bids that were received and I recommend the following vendors for the 2017-2016 School Year:

<u>VENDOR</u>	<u>BID AWARD</u>
Clover Leaf	Milk
Gordon Foods	Bread
Wilkens Foods	Portion of Groceries, Staples, Paper Goods, Frozen Gordon Foods Vegetables, Meat, Fish & Poultry

(Items will be distributed to vendor by bid price)

Reference #4

PART C - CURRICULUM AND INSTRUCTION

MRS. MARILYN BARNES reminded members of the Board that they were in advanced receipt of her report. **MRS. BARNES** then inquired if there were any questions. **THERE WERE NONE.** **MRS. BARNES** then asked for acceptance of her report as submitted:

I. FOR YOUR INFORMATION

A. SUMMER SCHOOL

Summer School ended on Wednesday, June 21, 2017. This year was a different type of Summer School at both buildings. Even though students did not come for the length of time as they have in previous years, they were exposed to experiences that they will never forget. Students at Cottage Grove were involved in clubs that are extended to students during the regular school year. While the students at Medgar Evers completed projects that were based on **Science, Technology, Engineering, Art, and Math (STEAM)**. In a short turn-around time, much work and planning went forth in an effort to have a unique and awesome summer school experience for all. Kudos to the Administrators, Instructional Staff, and Personnel, who had a part in providing these opportunities to our students.

B. INSTITUTE DAY- AUGUST 9- 11, 2017

Preparations are being made for this year's Institute Days. Everyone will have professional development for their respective departments to ensure that they are off to a great start.

We anticipate an exciting close to Institute Day for all, and entertain the hope that staff/personnel will enjoy this year's activities.

C. MONTHLY BUILDING REPORTS (See references #1-2)

Building reports were submitted by the following personnel:

Monique Johnson, Principal of Medgar Evers P.A.C.
Sharon Rivers, Principal of Cottage Grove U.G.C.

D. UPCOMING DATES

AUGUST 1, 2017

All Pupil Personnel Service (PPS), Attendance Officers, and Home School Coordinator return to work

AUGUST 2 - 3, 2017

Student Registration for parents will be held at Medgar Evers Primary Academic Center:

- Wednesday, August 2nd: 9:00 a.m. – 5:00 p.m.
- Thursday, August 3rd: 10:00 a.m. – 3:00 p.m.

AUGUST 4, 2017

New Teacher Orientation- 10:00 a.m. (in each building)

AUGUST 4 - 8, 2017

Late Registration in each respective school building

- 8:00 a.m. – 3:00 p.m.

AUGUST 9 - 11, 2017

Teacher's Institute Days at Cottage Grove Upper Grade Center

AUGUST 14, 2017

First Full Attendance Day for Students

AUGUST 22, 2017

Open House – Cottage Grove Upper Grade Center

- 4:00 p.m. – 6:00 p.m.

AUGUST 23, 2017

Open House – Medgar Evers Primary Academic

- 4:00 p.m. – 6:00 p.m.

AUGUST 21, 2017 - SEPTEMBER 8, 2017

Fall Bench Assessments

- Pre-Kindergarten - Brigance & GOLD Assessments
- Kindergarten & First Grade - Developmental Reading Assessment (DRA), Northwest Evaluation Association (NWEA) Measures of Academic Progress (MAP), Phonics Assessment
- Third - Eighth - Jerry Johns Basic Reading Inventory (BRI) & NWEA MAP

AUGUST 29, 2017 - SEPTEMBER 1, 2017

- Kindergarten - Eighth - ECRA Writing Assessment

E. 2017-2018 REGISTRATION

2017-2018 registration will be held **Wednesday, August 2, 2017** from **9:00 a.m. - 5:00 p.m.**, and **Thursday, August 3, 2017** from **10:00 a.m. - 3:00 p.m.** at Medgar Evers Primary Academic Center. Parents will be able to go to our website to get a copy of the registration form and complete the forms early. All parents that register their children will receive school supplies, be put in a raffle for student uniforms and provided refreshments. Each school will hold registration at their perspective buildings starting **Friday, August, 4, 2017**. Flyers will be distributed, Robo calls will be made, and home visits done to inform parents of our 2017 registration.

F. EARLY CHILDHOOD PRE-KINDERGARTEN PROFESSIONAL DEVELOPMENT

Ms. Precious Tyler will provide professional development for our Early Childhood Pre-kindergarten staff. The professional development will take place **Tuesday, July 11**, and **Wednesday,**

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July 12, 2017 from 9:00 a.m. to 12:00 noon at Medgar Evers Primary Academic Center.

G. SUBMISSION OF THE ISBE 2017-2018 EARLY CHILDHOOD PRE-KINDERGARTEN GRANT

Friday, June 30, 2017 the Illinois State Board of Education (ISBE) Early Childhood Pre-Kindergarten Grant will be submitted. This grant provides funds for early childhood and family education programs and services that will help young children enter schoolready to learn. The program funded for three to five year olds by this initiative is the Preschool for All Children Program. This program provides screening and educational programs for 3-5 year olds based on the following priorities: 1) children who have been identified as being at risk of academic failure, 2) children whose family's income is less than four times the poverty guidelines, and 3) other children.

H. SUBMISSION OF ISBE EVERY STUDENT SUCCEEDS ACT (ESSA) 2017-2018 TITLE I PLAN

The Illinois State Board of Education (ISBE) has put into effect that all districts that receive Federal Grant money shall submit an ESSA Title I Plan. The plan outlines that all children will receive a high-quality education, and to close the achievement gap between children meeting the challenging State academic standards, and those children who are not meeting such standards. Ford Heights School District 169 ESSA Title I plan details how our district will provide the supports to teachers and students.

REPORT OF THE SUPERINTENDENT

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I. END OF THE YEAR STATE AND FEDERAL REPORTS

The PPS department has been busy completing and submitting the following state and federal reports: Dental, Vision, Homeless, Early Childhood Outcomes, attendance and IStar. All reports and grants are due before the end of July.

J. PREPARATION FOR THE START OF THE 2016-2017 SCHOOL YEAR

The PPS Director attended and participated in the administrative retreat. The administrative retreat allowed for the Superintendent of Schools and all other administrators to recap on the previous school year and discuss changes and opportunities for the upcoming year. We also analyzed data, planned and prepared for fiscal year 2017-2018. Available positions have been posted and preparation for candidate selections and interviews are taking place. Registration information was sent out and collected at the end of the school year as we get a jump start on completing enrollment for returning students who receive Special Education Services.

K. SUMMER SCHOOL AND EXTENDED SCHOOL YEAR

Extended school year has taken place for all special education students whose IEP deemed them eligible for extended school year services. Arrangements were made to provide related services, transportation, and educational programming for extended school year services.

L. PROFESSIONAL DEVELOPMENT

The Curriculum Director along with the District-wide Student Advocate and a classroom teacher attended a two-day workshop (June 14 through June 15) on Building Trauma-Sensitive Schools.

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This workshop provided them with information regarding childhood trauma and the emerging best practices schools are using to confront this matter. Research has shown when you take a holistic approach to student achievement you must meet all areas of Maslow's hierarchy of needs. This means understanding every area in a child's life that can affect how they perform in school.

The Curriculum Director, PPS Director and District-wide Student Advocate attended a workshop on June 21 regarding Meeting the Needs of the Whole Child.

This workshop provided us with information regarding how health, safety, support, engagement, and challenges directly correlate with how children are able to learn at the best of their ability.

Understanding the ACE's and Executive Functions as it relates to child development and student performance can help us comply with SB 100 regulations as we began to focus on building a trauma sensitive school.

This Bill and the aforementioned practices also coincide with Every Student Succeed Act (ESSA). As we move forward in the upcoming school year we will focus on student achievement and the surrounding circumstances that affect their performance.

BOARD PRESIDENT MITCHELL called on **PRINCIPAL'S RIVERS** and **JOHNSON** to give status reports on the activities/happenings in their respective buildings.

ADJOURNMENT: 5:52 p.m.

Motioned/Cook; Seconded/Viverette - to adjourn meeting

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

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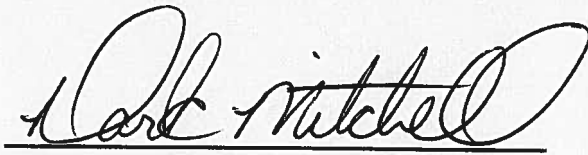
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Nays: None

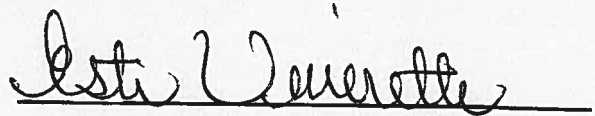
Absent: LaWrence

Abstain: None

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

A handwritten signature in cursive script, reading "Mark Mitchell", written over a horizontal line.

Mr. Mark Mitchell, President

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

Mrs. Ester Viverette, Secretary