

FORD HEIGHTS SCHOOL DISTRICT 169
MINUTES OF BOARD MEETING HELD TUESDAY, APRIL 3, 2012

The meeting was called to order by presiding officer Mr. Joe Sherman - 5:05 p.m.

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

Upon roll call the following members were present:

Present: Coleman, Cook, Griffin, Mitchell, Sherman, Viverette
Absent: Thompson
Also Present: Dr. Gregory T. Jackson, Superintendent
Mrs. Joyce McEwen, Assistant Superintendent
Mrs. Coretta Jackson, Coordinator of Business Affairs
Mrs. Tamara Young, Director of PPS
Mrs. Marilyn Barnes, Principal, Medgar Evers P.A.C.
Mrs. Stephanie Stephen, Principal, Cottage Grove U.G.C.

Legal Counsel: Attorney Raymond Hauser

The floor was given to Attorney Hauser, who addressed the status of negotiations between IEA/NEA and School District 169. Attorney Hauser stated that things were going well, and mentioned that there were some issues before the General Assembly, which he was waiting for decision on, but expressed that he would continue to keep members abreast of progress as negotiation continued.

QUESTIONS FROM PUBLIC (3 Minutes)

Mr. Jimmy Viverette, stood to say that the Village would be donating a total of four (4) bicycles to Principal Barnes for Medgar Evers students sometime during the month of November. Mr. Viverette, requested that Principal Barnes, have the names of four students for this give-away. He stated that he and members of the Trustee committee felt students were deserving and wanted to give back to the community, as well as, do this for Principal Barnes, as he believes that she is doing a wonderful job and should be commended.

AGENDA

Motioned/Cook; Seconded/Viverette to approve the agenda.

Roll Call: Ayes: Coleman, Cook, Griffin, Mitchell, Sherman, Viverette
Nays: None
Absent: Thompson

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Abstain: None
6 ayes, 0 nays, 1 absent, 0 abstain, 0 present - motion carried.

MINUTES

Motioned/Viverette; Seconded/Coleman- to approve the minutes of *March 6, 2012 (Regular)*

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

CORRESPONDENCE

Mrs. Joyce McEwen - Thank you for well wishes, and plant sent during her time of illness.

PART A - REPORT OF THE SUPERINTENDENT

Superintendent Jackson, reminded members of the Board that they were in advanced receipt of his report, and asked for favorable approval. He then interjected that before he finished his report, he would like to bring forth Principal Stephanie Stephen, to first speak on the Science Competition, and secondly, to introduce students who participated and placed in the competition.

Principal Stephen gave a brief overview of the competition, then asked Ms. Leta Chesser, to further expound on competition. After completing explanation and details of how students works was chosen, each student stood to explain their presentation made at Science Competition.

Members of the Board of Education and Superintendent, as well as, those in attendance gave a rousing round of applause and words of encouragement to students for a job well done!

Superintendent Jackson, then asked Assistant Superintendent Mrs. Joyce McEwen to talk about the upcoming Summer School for FY2011-2012. Mrs. McEwen stated that funding was limited, which in turn limits the number of students that can attend.

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Mrs. McEwen then expressed that as our students were competing more and more in various competitions, she felt that certain issues of grooming, attitude, etc. should be addressed with our students, so that they would be able to handle themselves outside of the District setting, as well as, represent the District well as far as grooming, manners etc., were concerned.

She ended by stating that these matters need always be covered before disbursing our students to the various competitions.

Superintendent Jackson, then called for Mrs. Monique Johnson-Bibbs and Mrs. Sharon Rivers to come forth and begin their presentations regarding Summer School.

Mrs. Bibbs presented a powerpoint of this year's Summer School Theme for Medgar Evers Primary Academic Center of "Wonders of Illinois", and gave a brief overview of activities and fieldtrips that would be taking place. Mrs. Bibbs stated that students would be visiting Starved Rock State Park, take a Boat Ride to view architectural design in Chicago, attend a luncheon in China Town, and lastly end the summer by going to Wrigley Field for a baseball game.

Board member Griffin asked if parents would be allowed to attend these events as well. Mrs. Bibbs responded that yes, as chaperones, they would be able to attend.

Board member Griffin was pleased by this, as he stated we want our parents to be involved.

Next, Mrs. Sharon Rivers gave a very innovative presentation and powerpoint detailing activities and fieldtrips that would be going on at Cottage Grove Upper Grade Center this summer. Mrs. Rivers made a look-a-like passport for each Board of Education member and Administrator, with their pictures inside. It was very well done, and very well received by each member.

Mrs. Rivers, then proceeded to take all in attendance who had "Passports" on the journey that the students would be taking during summer school. Mrs. Rivers stated that students would be going to the Shedd Aquarium, and an overnight camping trip. She further expressed students would only be able to attend, if their parent(s) were also in attendance at the parent meeting for Summer School.

Mrs. Rivers, ended the flight by thanking members of the Board for their time in hearing her presentation.

At this juncture, Superintendent Jackson called for Mr. Kinnaman to stand, and thanked him for running the powerpoint while the two presenters presented. He then named each Summer School staff member, and commended them for their team effort in order to make presentations, and the summer school experience possible.

Superintendent Jackson ended by expressing to all Summer School staff that they had done an excellent job! These accolades were echoed by individual members of the Board as well.

Dr. Jackson started his report again, and made members of the Board aware that Mr. Dewayne Stephen, would be accompanying Principal Stephanie Stephen, and staff as a chaperone for the 8th Grade fieldtrip this year.

Superintendent Jackson asked if there were any questions. There were none, therefore, once again Superintendent Jackson asked for favorable approval of his report as follows inclusive of the Addendum report.

Motioned/Viverette;Seconded/Coleman - to approve the report of the Superintendent, inclusive of the Addendum Report as follows:

I. PRESENTATIONS

A. ILLINOIS JUNIOR ACADEMY OF SCIENCE COMPETITION

Principal Stephanie Stephen and students who participated in the Illinois Junior Academy of Science Regional Competition will do a brief presentation of their projects, which won each of them a 2nd place finish in the semi-finals.

Those students are: *BreAsia Watson* 8th Grade
Charnese Hines 8th Grade
Filberto Ortiz 7th Grade

B. SUMMER SCHOOL

Assistant Principals *Sharon Rivers*, Cottage Grove Upper Grade Center and *Dr. Irma Plaxico*, Medgar Evers Primary Academic Center, will present a brief overview/presentation of plans for Summer School for the 2011-2012 school year.

II. FOR YOUR AUTHORIZATION

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

1. APPROVE PERSONNEL FOR SUMMER SCHOOL:

MEDGAR EVERS

COORDINATOR:

Dr. Irma Plaxico

SUMMER CLERK:

Latina Wilson

DESIGN TEAM MEMBER:

Monique Johnson-Bibbs

PARAPROFESSIONALS:

Izella Took

KINDERGARTEN TEAM:

Carletta Jones

FIRST GRADE TEAM:

Triketa Washington

SECOND GRADE TEAM:

Shannon Zenos

THIRD GRADE TEAM:

Verletta Falconer

COTTAGE GROVE

MATH:

Janet Morris 4th
Cynthia Purdy 5th
Matrina Eno 6th
Angela Hayslett 7th

LANGUAGE ARTS:

Mellody Esco 4th
Diane Sergeant 5th
Jason Kinnaman 6th

COORDINATOR:

Sharon Rivers

SCIENCE:

Samuel Lawrence 7th

CLERK:

Lisa Wallace

DESIGN TEAM MEMBER:

Chantel Jones

2. RESOLUTIONS *(See references #1-3)*

a. RESOLUTION AUTHORIZING NOTICE OF HONORABLE
DISMISSAL TO CERTAIN TENURED TEACHERS

*Shannon Zenos
Verletta Falconer*

b. RESOLUTION FOR DISMISSAL AND NON-RENEWAL OF CERTAIN
NON-FINAL YEAR PROBATIONARY TEACHER

*Mellody Esco
Monique Travis
Yolanda Wilson Jarmon*

c. RESOLUTION TO APPROVE TENURE FOR CERTAIN
PROBATIONARY TEACHER

Cynthia Purdy

3. LETTER OF RESIGNATION (See reference #4)

Cheryl Franklin, School Clerk, Medgar Evers Primary Academic Center has submitted a Letter of Resignation to be effective July 6, 2012.

4. AUTHORIZATION FOR VOLUNTEER WORKER

Approval to utilize the services of *Ms. Alvina Vargas*, as a volunteer to service both Medgar Evers Primary Academic Center, and Cottage Grove Upper Grade Center.

B. APPROVAL TO AMEND THE 2011-2012 SCHOOL CALENDAR (See
reference #5)

Approval is sought to amend the 2011-2012 school calendar, to abate (remove) the five (5) emergency days, May 25, 29, 30, 31 and June 1, 2012; resulting in school closing Thursday, May 24, 2012. The calendar represents a total of 180 days, with 174 days as student attendance days for the 2011-2012 school year.

C. APPROVAL OF THE 2012-2013 OFFICIAL SCHOOL CALENDAR (See
reference #6)

Approval is sought to adopt the School Calendar for the 2012-2013 School Year. The school year will begin on Monday, August 13, 2012 and will end on Wednesday, June 5, 2013. The calendar represents

185 days, inclusive of five (5) emergency days. If no emergency days are used, school will end Wednesday, May 29, 2013.

You will see by the attached copy of the official school calendar, that the following will be taking place on the dates noted below. They are:

TEACHER INSTITUTE DAYS

Monday	August 13, 2012
Tuesday	August 14, 2012
Wednesday	August 15, 2012
Tuesday	May 28, 2013

PARENT TEACHER CONFERENCES

Friday	October 19, 2012
Friday	March 15, 2013

EMERGENCY DAYS

Thursday	May 30, 2013
Friday	May 31, 2013
Monday	June 3, 2013
Tuesday	June 4, 2013
Wednesday	June 5, 2013

III. FOR YOUR INFORMATION

A. CERTIFICATES OF RECOGNITION (See reference #7)

The Illinois State Board of Education, has officially recognized Ford Heights School District 169's *Medgar Evers Primary Academic Center, Cottage Grove Upper Grade Center and Tidye A Phillips Schools* as meeting standards for *Public Schools* set forth in the School Code of Illinois and Part 1 of 23 Illinois Administrative Code.

B. MONTHLY ENROLLMENT (AS OF MARCH 23, 2012)

MEDGAR EVERS SCHOOL

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KINDERGARTEN	44	GRADE 4	39
GRADE 1	45	TOTAL	258
GRADE 2	46		

COTTAGE GROVE UPPER GRADE CENTER

GRADE 5	55	GRADE 7	44
GRADE 6	43	GRADE 8	39
		TOTAL	181

TOTAL DISTRICT	OUT OF DISTRICT	GRAND TOTAL
439	13	452

REPORT OF CONTACTS (ATTENDANCE OFFICER):

MEDGAR EVERS:

HOME VISITS	TELEPHONE CONTACTS	PARENT CONFERENCES
22	193	31

COTTAGE GROVE:

HOME VISITS	TELEPHONE CONTACTS	PARENT CONFERENCES
3	13	0

PART B - CURRICULUM AND STAFF DEVELOPMENT

Mrs. Joyce McEwen, Assistant Superintendent expressed that items were informational only, however called attention to several upcoming dates and asked for acceptance as follows:

I. FOR YOUR INFORMATION

A. ILLINOIS STANDARDS ACHIEVEMENT TESTS (ISAT)

Testing has now ended, and materials are in the process of being shipped out for grading purposes. All our students, teachers and building Administrators, worked diligently to prepare for tests. We are anxiously awaiting the return of our test scores in expectation of having met our goals.

B. SATURDAY SCHOOL

Saturday School is now winding down, and scheduled to end on ***Saturday, March 31, 2012.*** By all accounts, those students in

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attendance have been consistent in their attendance and all has gone well.

Saturday School is another avenue used by the District in an effort to help and prepare our students for assessment testing.

C. IOWA TEST OF BASIC SKILLS (ITBS)

Preparations are being made for Iowa Test of Basic Skills tests. Students at Cottage Grove Upper Grade Center, and Medgar Evers Primary Academic Center will begin testing on ***Tuesday, March 27-30, 2012***, with make up-days scheduled to begin ***Monday, April 2-5, 2012***.

Tests and booklets are being sorted and will be distributed to ***designated test coordinators***, for the purposes of accountability of all materials received and returned.

D. LETTERS OF CONGRATULATIONS (See reference #1)

Mrs. Joyce McEwen took the time to acknowledge each and every Principal, Assistant Principal and Staff member who worked so very diligently and tirelessly with our students in preparing them for the Regional Spelling Bee and for preparing three of our students for the District's first participation in the Illinois Junior Academy of Science Regional Competition, in which our three students placed 2nd.

Copies have been made to be placed in each staff's personnel file.

E. MONTHLY BUILDING REPORTS (See references #2-4)

Building reports were submitted by the following personnel:

Marilyn Barnes, PRINCIPAL, MEDGAR EVERS P.A.C.

Nicole Conway, HOME SCHOOL COORDINATOR

Stephanie Stephen, PRINCIPAL, COTTAGE GROVE U.G.C.

F. MONTHLY INCENTIVE/PERFECT ATTENDANCE/HONOR ROLL REPORT

Monthly reports were submitted by the following: *(See reference #5)*

Celestine Burrel, ATTENDANCE OFFICER, MEDGAR EVERS P.AC.

G. EARTHQUAKE/TORNADO CONCERNS FOR THE STATE OF ILLINOIS

As many of you may be aware, the State of Illinois and others have been experiencing extremely unpredictable weather, which no longer seems to conform to the four seasons of the year. The anticipation of tornados, and other such violent storms is at an all time high.

- **Fast Facts: Illinois** ranks fifth in the United States for the most tornadoes per 10,000 square miles.

- The majority of **Illinois** tornadoes have occurred between April 1 and June 30 and between the hours of 3 p.m. and 10 p.m. However, tornadoes have occurred every month of the year at all hours of the day.

The State of Illinois has issued a call for “*weather preparedness*” for all of Illinois, and to this end, under the direction of the Assistant Superintendent, Ford Heights S.D. 169 has developed a **Manual** which includes detail of procedures and practices if there were to be an Earthquake and/or Tornado.

The manual includes activities which teach students what to do in the worst case scenario. It gives suggestions to parents and teachers how to help keep student/child calm, and a plethora of other information regarding protection of valuable items, etc.

This Manual is in addition to the Emergency Manual, which we use to practice various emergency drills. It was designed to compliment and expand on the previous Manual, and was strongly recommended by the State of Illinois.

H. UPCOMING EVENTS

APRIL 6 - 13, 2012
Spring Break - NO SCHOOL

APRIL 10-15, 2012
8 Grade Fieldtrip to Washington, D.C.

APRIL 19, 2012
Career Day & Health Fair - Cottage Grove

APRIL 20, 2012
Springfield Trip for 4th Graders

APRIL 27, 2012
District Wide Spring Concert - 5:00 p.m.

PART C - PUPIL PERSONNEL SERVICES & SPECIAL EDUCATION

Mrs. Tamara Young reminded members of the Board that they were in advance receipt of her report. Mrs. Young spoke about the National Honor Society Induction Ceremony and that her Department would be implementing "Child Find" during the week. She went on to give members the purpose of the "Child Find" program, then asked for acceptance of report as follows:

I. FOR YOUR INFORMATION

A. PROBLEM SOLVING MEETINGS/RTI

Problem Solving Team Meetings at both Cottage Grove and Medgar continue to meet regularly. The teachers are being exposed to the Aimsweb, SWIS, and CICO data during the Problem Solving Meetings.

The RTI frame work was presented to the Administrative team on February 27th and February 28th by the PPS Director and School Psychologist. On March 26th a follow up meeting with the Administrative team will occur to reveal the results of a comparison of how other districts administer and monitor their RTI programs.

Upon discussing the need for math based RTI interventions for a specific set of students, we looked into scientifically based programs and came upon ALEKS. We have been afforded the opportunity to use ALEKS web-based math program for up to 50 students for three months at no cost to the district.

This week specific teachers will be trained on ALEKS, Math RTI interventions that will be introduced to the students as well.

B. HEALTH SERVICES

The first Tuesday in November, Automated External Defibrillators (AED) and AED Cabinets maintenance check was conducted in the District Office, Cottage Grove, Medgar Evers and Tidye A. Phillips School.

Students entering sixth grade for the 2012-2013 school years will be required to provide documentation of Tdap vaccination along with the school Physical form. Tdap is a vaccine against tetanus, diphtheria and pertussis (whooping cough). Notifications were sent out to parents of students transitioning into kindergarten and sixth grade regarding the medical documentation that will be needed for the fall.

The Health Fair is April 19, 2012 at Cottage Grove Upper Grade Center. Several organizations and individuals have confirmed to support the annual event.

C. COUNSELING PROGRAM

The Counselor conducted a daily walk-through at Medgar Evers and Cottage Grove Upper Grade Center during ISAT testing. The counselor participated in preparations of the ISAT materials, distribution and pick up. The counselor organized and participated in the Induction Ceremony of seven students into the National Junior Honor Society (NJHS) on Friday, March 16, 2012. The first NJHS meeting will be held on Friday, March 23, 2012.

Committees are meeting regularly as planning moves forward for Career Day. In addition to Career Day festivities, there will be a closing assembly with a panel of Tuskegee Airmen.

An IEP was completed on an Early Intervention student that was referred to SPEED because of the multiple physical needs of the student that could not be adequately address at the Primary Academic Center.

An application for the Sanctuary Program was completed for a family who is having difficulty finding a place to live. The Sanctuary Program is a transitional program for families who are homeless. The program will offer parenting classes, employment classes, social and emotional counseling and aide in finding and maintaining housing. The family has an interview for services March 29, 2012.

D. STAFF DEVELOPMENT

The counselor attended the quarterly meeting of the South Suburban Counselors Association. The topic of the meeting included promoting STEM (Science, Technology, Engineering and Math) education opportunities among minority students, Careers in Engineering presented by Purdue University and Computer Science programs presented by Lewis University.

Mr. Palmisano continues to network with other districts, including RTI Network Program and participate in online webinars.

E. MONTHLY REPORTS - Departmental reports were submitted by the following (See references #1-4):

Millicent Griffin - Social Worker/Case Manager

Edward Palmisano - Psychologist

Sharon Rouls - Counselor

Geraldine Parham - Health Coordinator

PART D - BUSINESS AFFAIRS

Mrs. Coretta Jackson reminded members of the Board they were in advanced receipt of her report, and asked if there were any questions, then concluded her report by asking for favorable approval as follows:

I. FOR YOUR AUTHORIZATION

A. ACCOUNTS PAYABLE

Authorization is requested to pay Accounts Payable bills for March 6, 2012 in the amount of **\$302,887.20.**

B. PAYROLL SUMMARY

The following is the payroll summary for the month of February 2012 as detailed below:

March 9, 2012	\$225,720.64
March 23, 2012	<u>\$234,056.54</u>
Sub Total	\$459,777.18

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:	April 3, 2012 - May 8, 2012
Time:	12:00 p.m.-3:00 p.m./7:00 p.m.-8:00 p.m.
Place:	Tidye A. Phillips
Contact:	Steve & Vanessa McGhee Glory Be To God Ministry
Purpose:	Religious Purposes
Cost:	\$75.00-Sunday/\$25.00-Friday

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B. Date: April 3, 2012 - May 8, 2012
 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
 Purpose: Religious Purposes
 Cost: **\$75.00-Sunday/\$25.00-Wednesday**

D. PETTY CASH

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

Building & Grounds	\$ 73.26
PPS	\$181.67
District Office	\$186.60
Cottage Grove	\$184.84
Medgar Evers	<u>\$200.00</u>
Total	\$826.37

E. IMPREST FUND

Authorization is requested to replenish Imprest Fund in the amount of **\$6,221.52.**

(Reference #1)

Roll Call: Ayes: Cook, Griffin, Mitchell, Sherman, Viverette

 Nays: None

 Absent: Coleman, Thompson

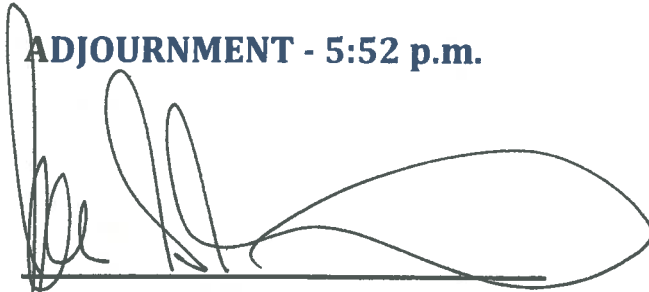
 Abstain: None

5 ayes, 0 nays, 2 absent, 0 abstain, 0 present - motion carried

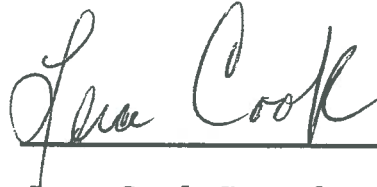
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ADJOURNMENT - 5:52 p.m.

A handwritten signature in black ink, consisting of several loops and a long horizontal stroke at the end.

Joe Sherman, Board President

A handwritten signature in black ink, written in a cursive style.

Lera Cook, Board Secretary