

**FORD HEIGHTS SCHOOL DISTRICT 169
MINUTES OF BOARD MEETING HELD
TUESDAY, APRIL 1, 2014**

The meeting was called to order by presiding officer Mrs. Ester Viverette – 5:09 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. 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.
Sharon Rivers, Assistant Principal, Cottage Grove U.G.C.

Legal Counsel: John Izzo, Sraga Hauser, LLC
Raymond Coyne, Hutchinson Shockey Erley & Company

QUESTIONS FROM PUBLIC (3 Minutes)

None

Board Member Hayslett arrived at 5:12 p.m.

AGENDA

Motioned/Cook; Seconded/Sherman - 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.

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MINUTES

Motioned/Sherman; Seconded/Mitchell - to approve the minutes of **March 11, 2014 (Regular , Closed and Public Hearing)**

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. He then informed members that there was an **Addendum** to his report, and apologized for the discrepancy in the report, but expressed that it had been addressed and corrected in the Addendum Report.

Superintendent Jackson then inquired if there were any questions. Board member Cook asked about **item I-C** (Village of Ford Heights). Superintendent Jackson stated that he was not recommending any action at this time, and that **item I-C** should be moved to the **Information Only** at this time, until members were able to sit and discuss as well as, meet with Superintendent regarding this item.

He inquired if there were any additional questions, then recommended his report be approved, inclusive of Addendum as follows:

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

I. FOR YOUR AUTHORIZATION

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

1. RESOLUTION(S)

- a. **RESOLUTION AUTHORIZING DISMISSAL AND NON-RENEWAL OF FIRST, AND SECOND YEAR CERTIFIED STAFF**
(See reference #1)

Resolution authorizing Dismissal and Non-Renewal of First, and Second Year Certified Staff

KELLY O'KEEFE, Teacher- Medgar Evers Primary
Academic Center
FANESTA HITCHCOCK, Psychologist
LATASHA WRIGHT, Guidance Counselor

2. APPOINTMENTS

- a. **SUBSTITUTE TEACHER**

Authorization is sought to appoint *Denise Clinton* as Substitute Teacher.

- b. **PART-TIME CUSTODIANS**

Authorization is sought to appoint the following as substitute custodians:

Edward Jackson
Larry Shannon

- c. **TEMPORARY ONE-ON-ONE AIDE**

Authorization is sought to appoint *Judy Hughes*, as a temporary One-on-One Aide.

B. RESOLUTION AUTHORIZING THE ISSUANCE OF GENERAL OBLIGATION SCHOOL BONDS (ALTERNATE REVENUE SOURCE) OF THE DISTRICT, IN AN AGGREGATE PRINCIPAL AMOUNT NOT TO EXCEED \$6,900,000 FOR SCHOOL PURPOSES (See reference #2)

C. VILLAGE OF FORD HEIGHTS LETTER AND INVOICES (See reference #3)
 My office is in receipt of a letter and invoices which are attached, from the Honorable Mayor Charles Griffin dated March 4, 2014, March 19, 2014 and March 24, 2014.

II. FOR YOUR INFORMATION

A. MONTHLY ENROLLMENT (AS OF MARCH 24, 2014)

MEDGAR EVERS SCHOOL

| | | | |
|----------------|-----------|----------------|------------|
| PRE-K | 40 | KDG | 41 |
| GRADE 1 | 45 | GRADE 2 | 41 |
| GRADE 3 | 42 | GRADE 4 | 39 |
| | | TOTAL | 248 |

COTTAGE GROVE UPPER GRADE CENTER

| | | | |
|----------------|-----------|----------------|------------|
| Grade 5 | 42 | Grade 6 | 38 |
| Grade 7 | 47 | Grade 8 | 42 |
| | | TOTAL | 169 |

| | | |
|-----------------------|------------------------|--------------------|
| TOTAL DISTRICT | OUT OF DISTRICT | GRAND TOTAL |
| 417 | 19 | 436 |

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REPORT OF CONTACTS (ATTENDANCE OFFICERS)

MEDGAR EVERS:

| HOME VISITS | TELEPHONE CONTACTS | PARENT CONFERENCES |
|--------------------|---------------------------|-------------------------------|
| 5 | 257 | 11 |

COTTAGE GROVE:

| HOME VISITS | TELEPHONE CONTACTS | PARENT CONFERENCES |
|--------------------|---------------------------|-------------------------------|
| 6 | 135 | 0 |

ADDENDUM REPORT

I. FOR YOUR AUTHORIZATION

- B. RESOLUTION AUTHORIZING THE ISSUANCE OF GENERAL OBLIGATION SCHOOL BONDS (ALTERNATE REVENUE SOURCE) OF THE DISTRICT, IN AN AGGREGATE PRINCIPAL AMOUNT NOT TO EXCEED \$6,900,000 FOR SCHOOL PURPOSES**
(See reference #2)

PART B - CURRICULUM AND STAFF DEVELOPMENT

Mrs. Joyce McEwen, Assistant Superintendent, reminded members of the Board that they were in advanced receipt of her report, then proceeded to explain to members that she had requested by way of the Superintendent that changes be made to the Grading & Promotion Policy. Mrs. McEwen expounded on changes requested as she walked members through highlighted policy, then asked for acceptance as follows:

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I. FOR YOUR INFORMATION

A. SUPERINTENDENT'S COMMISSION ON THE STUDY OF DEMOGRAPHICS & DIVERSITY

The Annual Regional Conference, was held on **Thursday, March 20, 2014** through **Friday, March 21, 2014**, at the Tinley Park Convention Center.

The conference was excellent and provided pertinent information to assist schools with supporting student learning for College and Career Readiness.

The Superintendent, Dr. Gregory T. Jackson, supported the Ford Heights School District Administrators in selecting those workshops they were interested in. Such workshops were "A Framework for College and Career Readiness", "Student Achievement and Assessment", "Creating Resilient African American Men", "Scholar in Residence" (about a young African American pilot who came from a single parent family and who became the first 23 year old person to fly around the world in a plane he built with various donated parts), "Do You Know Enough About Me to Teach Me", to name a few.

Charlotte Danielson, the renowned Educational Consultant whose Teacher Observation tool has been adopted all over the nation, and by Chicago, and the State of Illinois, was one of the Keynote Speakers.

The Administrators thank the Board of Education and the Superintendent for the opportunity to attend.

B. PARTNERSHIP FOR ASSESSMENT OF READINESS FOR COLLEGE AND CAREERS (PARCC)

The Illinois Standards of Achievement Test (ISAT) has been

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completed and shipped to be scored. Students are not participating in the National Field Test of the PARCC. This field test will be used to identify the successful areas of the overall assessment process as well as those areas that will need to be improved such as the test questions, the effectiveness of the technology (computer access), and the technical support required by Districts from the developer of the Assessment. The results from the Field Test will not be used for the measurement of the schools' academic growth. The PARCC Field Test will be completed for Ford Heights School District 169 by the close of April 4, 2014. Mrs. Marilyn Barnes, is in charge of this project with support from the District Administrators.

C. PARENT/TEACHER CONFERENCE

Parent/Teacher Conference was held on Friday, March 21, 2014. Parents received the opportunity to personally receive their child's report card, talk with the child's teacher in order to discuss the progress made between the second and third report card periods, and to receive recommendations that will better position the struggling child to be a success by the end of the school year, or to help successful students to maintain or extend their success.

D. MONTHLY BUILDING REPORTS (See references #1-4)

Building reports were submitted by the following personnel:

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

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

***Nicole Conway*, HOME SCHOOL COORDINATOR**

***Celestine Burrel*, ATTENDANCE OFFICER**

E. RECOMMENDATION TO THE SUPERINTENDENT FOR CHANGES TO THE GRADING AND PROMOTION POLICY BEGINNING APRIL, 2014. (See reference #5)

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(See two attachments, 1. Adopted policy dated February 6, 1996 Revised November 7, 2000 and 2. The recommended revision to the policy dated March 10, 2014. The policy adopted in February, 1996 and revised in November, 2000 has the areas highlighted in yellow that are being recommended for change. The revisions that are specifically being recommended and rewritten in March, 2014 are highlighted in Red in a separate document.)

I am recommending to you, Superintendent Dr. Gregory T. Jackson, that the Iowa Tests of Basic Skills be removed as a requirement for grading and promoting students. I further recommend that the decision for the grades and promotion of each student continues to rest on

1. the attendance of the student and
2. the successful completion; with no less than a minimum of 70% mastery; of academic assignments, skills and concepts along with the availability of documentation from the teacher that supports his/her rationale for the grades and decision for retention or promotion.
3. Where grade results have been modified because a student has adjustments made to his/her academic requirements because he/she is receiving special education academic support or because he/she is academically more capable, there is to be a notation of such on the report card and the parent is to be made aware of this modification and reason in writing.

The supporting available documentation from each teacher is to be based on two (2) of the three (3) supporting evidences that follows:

1. Local assessments (such as results from the end of chapter tests or unit tests, and/or end of level tests from the adopted textbook series;

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2. Results from standardized tests approved by the District Administration, or
3. other results from the teacher's evaluation of the student's readiness for the next grade level (such as a combination of the following: results from the student attending the After School and/or Saturday School tutorials, results from Computer technology support and/or remediation for the student, and indications of the student's attitude and participation in class and tutorials as spelled out in the Administrative Procedures under the 6.280-R Policy for Grading and Promotion.

F. UPCOMING DATES TO REMEMBER

APRIL 2, 2014

Early Dismissal - students dismissed at 12:00 p.m.

APRIL 8-11, 2014

Child Find - conducted by PPS Team

APRIL 11, 2014

District-wide Spring Concert 5:00 p.m.

Cottage Grove Upper Grade Center

APRIL 15, 2014

Early Dismissal - students dismissed at 12:00 p.m.

APRIL 18-25, 2014

Spring Break

APRIL 11, 2014

School Resumes

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PART C - PUPIL PERSONNEL SERVICES & SPECIAL EDUCATION

Mrs. Tamara Young informed members that they were in advanced receipt of her report, inquired if there were any questions, then asked for acceptance of her report as follows:

I. FOR YOUR INFORMATION

A. PROBLEM SOLVING

The Pupil Personnel Department (PPS) met with the teachers and administrators at Cottage Grove and Medger Evers to discuss behavior and academic issues regarding students who have been referred for support during problem solving. Child Find flyers have been created and distributed to the Parent Center, CEDA: Yates Head Start and Higher Heights Christian Academy. The press release will be sent out this month to inform the community of the Child Find Screening dates. Child Find will take place April 8th and April 9th at CEDA Head Start, April 10th and April 11th at Medgar Ever Primary Academic Center

The Character Education Program at Medgar Evers Primary Academic for Tier II groupings continue to be held every first, second and third Friday of the month to address the behavioral and social emotional needs that are beyond the universal Tier groupings.

Ms. Griffin along with Ms. Hitchcock, Mrs. Parham and Mr. Jones will be facilitating developmental health sessions at Medgar Evers Primary Academic Center in one of the fourth grade classrooms that was identified by the classroom teachers as needing support in this area.

RtI meetings are being facilitated to make decisions, using BRI and MAP scores to help determine the continued Tier II and Tier III

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placement for our students. Tier III supports are being implemented at both Cottage Grove Upper Grade Center and Medgar Evers Primary Academic Center.

B. COUNSELING SERVICES

Career Day planning continues as the committee members have been meeting on a regular basis. Presenters have been solicited from various career fields. Health activities are being organized in conjunction with career preparations. The Career & Health Fair at Cottage Grove will be held on April 30th, 2014. Medgar Career Day will be held on May 7, 2014.

The counselor is working on recruiting students who met Grade Point Average (GPA) requirements for induction into the Nation Junior Honor Society held this Spring. A total of twenty-five students were identified as meeting requirements. Those students received applications from Ms. Wright to apply for membership. Ms. Wright also met with the potential candidates and presented them with information packets.

C. HEALTH SERVICES

Parents of students transitioning into kindergarten and sixth grade were notified via mail regarding proper documentation that is required for the 2014-2015 school year. There are several preventable vaccine updates required for the fall 2014 school year. The basic immunizations beginning with the school year 2014 include two doses of varicella, rubella and mumps vaccine for children entering school at any grade level.

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Monthly Automated External Defibrillator's (AED) maintenance was conducted in the District Office, Cottage Grove Upper Grade Center, Medgar Evers Primary Academic Center, and Tiyde A. Phillips School in the month of March.

D. Monthly Reports

Millicent Griffin-Social Worker/Case Manager

Fanesta Hitchcock- Psychologist

Latasha Wright- Counselor

Geraldine Parham- Health Coordinator

PART D - BUSINESS AFFAIRS

Mrs. Coretta Jackson, Coordinator of Business Affairs, reminded members of the Board that they were in advanced receipt of her report. Mrs. Jackson inquired if there were any further questions, then asked for favorable approval as follows:

Motioned/Sherman; Seconded/Cook- to approve Part D- Business Affairs Report

I. FOR YOUR AUTHORIZATION

A. ACCOUNTS PAYABLE

Authorization is requested to pay Accounts Payable bills for April 1, 2014 in the amount of **\$321,980.62.**

B. PAYROLL SUMMARY

The following is the payroll summary for the month of March 2014 as detailed below:

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| | |
|------------------|---------------------|
| March 7, 2014 | \$233,049.07 |
| March 21, 2014 | <u>\$229,390.79</u> |
| Sub Total | \$462,439.86 |

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 1, 2014 - May 11, 2014
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**

B. Date: April 1, 2014 - May 11, 2014
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
Beyond The Veil Kingdom Ministries
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 | \$ 21.59 |
| District Office | \$205.69 |
| Cottage Grove | \$200.00 |

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| | |
|--------------|-----------------|
| Medgar Evers | <u>\$115.34</u> |
| Total | \$542.62 |

E. IMPREST FUND

Authorization is requested to replenish Imprest Fund in the amount of **\$3,731.00.**

Reference #1

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

Nays: None

Absent: Coleman

Abstain: None

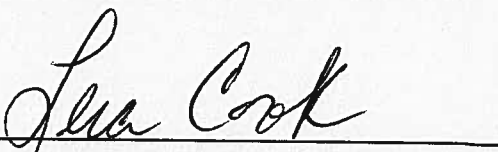
6 ayes, 0 nays, 1 absent, 0 abstain, 0 present – motion carried.

ADJOURNMENT- 5:20 p.m.

Motioned/ Hayslett; Seconded/ Sherman- to adjourn meeting - voice vote motion carried.



Ester Viverette, Board President



Lera Cook, Board Secretary