

**FORD HEIGHTS SCHOOL DISTRICT 169
MINUTES OF BOARD MEETING HELD
TUESDAY, APRIL 5, 2016**

The meeting was called to order by presiding officer Lera Cook - **5:08 p.m.**

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

Upon roll call the following members were present:

Present: Cook, Mitchell, Sherman, Viverette
Absent: Coleman, Hayslett, LaWrence

Also Present: Dr. Gregory T. Jackson, Superintendent
Mrs. Coretta Jackson, Business Manager
Mrs. Tamara Young, Director of Pupil Personnel Services
Mrs. Marilyn Barnes, Director of Curriculum & Instruction
Mrs. Stephanie Stephen, Director of Federal/State Programs
Mrs. Sharon Rivers, Principal, Cottage Grove U.G.C.
Mr. John Wade, Assistant Principal Medgar Evers P.A.C.

Legal Counsel: **None**

QUESTIONS FROM PUBLIC (2 Minutes)

Board President Cook greeted and thanked all in attendance, then inquired if there were any comments from the audience.

SECRETARY PRO TEMPORE

Motioned/Sherman; Seconded/Mitchell - to approve **Ester Viverette** as Secretary Pro tempore

Roll Call: Ayes: Cook, Mitchell, Sherman, Viverette
Nays: None
Absent: Coleman, Hayslett, LaWrence
Abstain: None

4 ayes, 0 nays, 3 absent, 0 abstain, 0 present – motion carried.

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AGENDA

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

Roll Call: Ayes: Cook, Mitchell, Sherman, Viverette
 Nays: None
 Absent: Coleman, Hayslett, LaWrence
 Abstain: None
 4 ayes, 0 nays, 3 absent, 0 abstain, 0 present – motion carried.

MINUTES

Motioned/Viverette; Seconded/Sherman - to approve minutes of **April 5, 2016**
(Regular)

Roll Call: Ayes: Cook, Mitchell, Sherman, Viverette
 Nays: None
 Absent: Coleman, Hayslett, LaWrence
 Abstain: None
 4 ayes, 0 nays, 4 absent, 0 abstain, 0 present – motion carried.

CORRESPONDENCE

None

PART A - REPORT OF THE SUPERINTENDENT

SUPERINTENDENT JACKSON began by recommending that members of the Board forego the **Closed Session** as listed in his report, as he did not believe that there was a need for a Closed Session. Superintendent Jackson instead addressed each Resolution listed in his report. He then directed members of the Board attention to page 2 of his report dealing with the **RESOLUTION TO REQUEST APPLICATION OF LOSS AND COST FACTOR TO 2015 TAX LEVIES**. Superintendent Jackson addressed what this item entailed and why the need for this request. Superintendent

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Jackson then expressed to members of the Board that he had an **ADDENDUM REPORT**, and addressed the items in the **ADDENDUM REPORT**. Superintendent Jackson apologized for the lateness of getting the information in the Addendum Report to members of the Board, then proceeded to address Addendum Report items, i.e, additional names added to honorees for Recognition of Dedicated Services and the Enrollment count error.

Superintendent Jackson then spoke to members about a former student Mr. Laquan Treadwell, who apparently will be chosen into the NFL Draft, and a story/biography/short film was in the process of being done, and they wanted to include interviews with former teachers of Mr. Treadwell in the District etc.,

He expressed that Mrs. Barnes, Mrs. Rivers and Mrs. Johnson were working on an appreciation gift for Mr. Treadwell, as a representation from the District.

Superintendent Jackson then recommended favorable approval of his report as submitted:

Motioned/Viverette; Seconded/Sherman - to approve **Part A - Administration Report** as submitted :

Roll Call: Ayes: Cook, Mitchell, Sherman, Viverette
 Nays: None
 Absent: Coleman, Hayslett, LaWrence
 Abstain: None
 4 ayes, 0 nays, 3 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. RESOLUTIONS

- a. RESOLUTION AUTHORIZING NOTICE OF HONORABLE DISMISSAL TO CERTAIN TEACHER (2016) (*See reference #1*)**

TARA BUSHA

- b. RESOLUTION FOR DISMISSAL AND NON-RENEWAL OF CERTAIN NON-FINAL YEAR PROBATIONARY TEACHER (2016) (*See reference #2*)**

KATHLEEN DOHERTY

- c. RESOLUTION RECOGNIZING ATTAINMENT OF TENURE BY PROBATIONARY TEACHER (2016) (*See reference #3*)**

PATRICIA NOVICKAS

2. AUTHORIZATION TO HIRE SUMMER SCHOOL PERSONNEL

Authorization is sought to hire the following personnel for Summer School: (To be paid from Title I & II Programs)

MEDGAR EVERS

LENA WATTS

ANN MARIE ARMSTRONG

CARLETTA JONES

SHANNON ZENOS

VERLETTA FALCONER

SUSAN TUTOROW

NAKIA WILLIAMS

RACHAEL RANSOM

BRINDA FARR

JOHN WADE

MONIQUE JOHNSON

Substitute Teacher

Clerk

Media Center

Instructional Aide

Summer School Coordinator

Summer School Administrator

<u>COTTAGE GROVE</u>	<u>GRADE</u>
JANET MORRIS	4 TH ELA
CYNTHIA PURDY	4 TH Math
DIANE SERGEANT	5 TH ELA
MATRINO ENO	5 TH Math
CHERYL FRANKLIN	6 TH ELA
KATHLEEN O'CONNOR	6 TH Math
ANGELA HAYSLETT	7 TH Math
JASON KINNAMAN	7 th ELA
TARA BUSHA	4-7 Sub. Teacher
TROY JUNIEL	Media Center
ROBIN NORRIS	Clerk
CHANTEL JONES	Summer School Coordinator
SHARON RIVERS	Summer School Administrator
MARILYN BARNES	Summer School Professional Development Coordinator

B. RESOLUTION TO REQUEST APPLICATION OF LOSS AND COST FACTOR TO 2015 TAX LEVIES (See reference #4)

Ford Heights School District 169 - Resolution to request Application of Loss and Cost Factor to 2015 Tax Levies.

III. FOR YOUR INFORMATION

A. SOUTH COOK INTERMEDIATE SERVICE CENTER COMPLIANCE VISITATION SUMMARY REPORT (See reference #5)

Illinois Administrative Code requires that each school in Illinois has a compliance visit to ascertain that districts/schools are complying with state operational requirements and all applicable state and federal regulations.

We have responded to areas of deficiencies as identified by the state.

B. SEMI-ANNUAL TOWN HALL MEETING - TOM DART, COOK COUNTY SHERIFF

The above meeting is scheduled to be held on **WEDNESDAY, APRIL 6, 2016 at 5:00 P.M.** at Medgar Evers Primary Academic Center School, in the Cafeteria.

Mr. Dart holds these meetings to discuss **his office's initiatives** concerning the Village of Ford Heights and surrounding communities.

C. PARENT APPRECIATION DAY - EXCLUSIVELY FOR PARENTS

Bloom Trail High School is sponsoring a celebration honoring parents only. This event will be held **SATURDAY, APRIL 16, 2016 at COTTAGE GROVE UPPER GRADE CENTER, from 12:00 P.M. - 2:00 P.M.** The cost for this celebration is free, however those planning to attend will need to register by contacting **MS. COLONE at (708) 755-1122 EXTENSION 2204.**

D. RECOGNITION OF DEDICATED SERVICES (See reference #6)

The Board of Education, Superintendent Dr. Gregory T. Jackson, Administrator and Staff would like commend and recognize the following Cook County Sheriff's Officers for a job well done. They are:

MRS. GLORIA ANDERSON

MR. CONLEY DYER

MR. SANTIONO DYER

These Officers often serves as "community policemen" in the Village of Ford Heights and Ford Heights School District 169. They

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have continually shown a genuine concern for the citizens and students of Ford Heights. They all believe that a relationship with the people of the Village is a more effective way to promote public safety and to enhance the quality of life in our neighborhood.

These individuals have become invaluable persons in being able to proactively identify problems/issues in the community, and thereby, developing innovative responses to these issues. Their primary goal is working cooperatively with individual citizens, groups of citizens, and both public and private organizations to identify and resolve issues which potentially effect the viability of our schools and neighborhoods.

These officers will and have gone out of their way to help people with whatever issues and individual may be dealing with, be it no clothes, no food, no lights, or persons needing a place to stay, they will utilize their connections to make change happen for the individual(s).

E. MONTHLY ENROLLMENT (MARCH 23, 2016)

MEDGAR EVERS SCHOOL

PRE-K	60	KDG	38
GRADE 1	41	GRADE 2	42
GRADE 3	48	GRADE 4	40
		TOTAL	269

COTTAGE GROVE UPPER GRADE CENTER

GRADE 5	42	GRADE 6	38
GRADE 7	47	GRADE 8	42
		TOTAL	169

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TOTAL DISTRICT	OUT OF DISTRICT	GRAND TOTAL
438	23	461

REPORT OF CONTACTS (ATTENDANCE OFFICER):

MEDGAR EVERS:

HOME VISITS	TELEPHONE CONTACTS	PARENT CONFERENCES
13	249	11

COTTAGE GROVE:

HOME VISITS	TELEPHONE CONTACTS	PARENT CONFERENCES
10	263	0

ADDENDUM REPORT

I. FOR YOUR AUTHORIZATION

A. ADDITIONAL HONOREES FOR RECOGNITION OF DEDICATED SERVICES (*See reference #1*)

The Board of Education, Superintendent, Administration and Staff would like to recommend and recognize Thomas J. Dart, Cook County Sheriff and Marlon Parks, Deputy Chief of the Cook County Sheriff's Office for a job well done.

B. GIFT-IN-KIND (*See reference #2*)

Members of the Board, Dr. Gregory T. Jackson, Superintendent of Schools is donating a Gift-In-Kind to Ford Heights School District 169 of a Craftsman Snow Blower - Model 56-886440, Serial Number 91703753.

II. FOR YOUR INFORMATION

A. CORRECTION TO COTTAGE GROVE UPPER GRADE CENTER'S ENROLLMENT FOR THE MONTH OF MARCH 2016

The enrollment for the month of March 2016 for Cottage Grove Upper Grade Center was 156 instead of the previously reported enrollment of 169.

Grade 5	42	
Grade 6	36	
Grade 7	44	
Grade 8	34	TOTAL: 156

PART B - CURRICULUM AND STAFF DEVELOPMENT

MRS. MARILYN BARNES reminded members that they were in advanced receipt of her report. Mrs. Barnes 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. PARTNERSHIP FOR ASSESSMENT OF READINESS FOR COLLEGE AND CAREERS (PARCC)

All students in grades three through eight, have been administered the PARCC in English Language Arts (ELA) and Math. The students worked hard and remained focused as they tested. I would like to send a special thanks and job well done to the Test Coordinators, **Chantel Jones** and **John Wade**. Both worked hard to ensure students had a positive testing experience. They reported out to me

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each day, and worked at each of their respective schools during testing to make sure things were ready, as students entered into the Media Center. Both Coordinators remained in each testing session, along with the teachers, to monitor the process. As I visited each school, both environments were conducive for testing, and I observed the process being done with fidelity and integrity.

According to the State, the results will be made available to School Districts some time during the month of June.

B. PARENT/TEACHER CONFERENCE

On **Friday, April 8, 2016** both buildings will have Spring Parent/Teacher Conferences from 12:00 p.m. until 6:00 p.m. Parents will have the opportunity to speak with their child's teachers to discuss their progression and how they can assist in ensuring their child is successful. Parents will receive their child's report card during this time as well.

Each building will have a station set up to provide an opportunity for parents to register their child(ren) for the **2016-2017** School Year.

C. NORTHWEST EVALUATION ASSOCIATION (NWEA)

Beginning on **Monday, April 18, 2016** through **Friday, April 29, 2016** students in grades Kindergarten through Eight will be administered the NWEA Assessment. Students will be assessed in Reading and Math. After the Assessment, Teachers will take the final weeks of school to inform instruction. Students who attend Summer School will not be selected based on these NWEA results,

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in an effort to provide extended time to work on the skills where additional support is needed.

D. MONTHLY BUILDING REPORTS

Building reports were submitted by the following personnel:

Ms. Monique Johnson, Principal Medgar Evers P.A.C.
Mrs. Sharon Rivers, Principal Cottage Grove U.G.C.
Ms. Celestine Burrell, District Wide Attendance Officer

E. UPCOMING DATES

APRIL 4, 2016

4th Quarter Begins

APRIL 8, 2016

District-Wide Parent/Teacher Conference 12:00 p.m. - 6:00 p.m.

APRIL 14, 2016

Career/Health Day - Cottage Grove U.G.C. 8:00 a.m. - 12:00 p.m.

APRIL 18, 2016

Career Day - Medgar Evers P.A.C. 8:00 a.m. - 12:00 p.m.

APRIL 18, 2016 - APRIL 29, 2016

Northwest Evaluation Association (NWEA) Assessment

APRIL 19, 2016

National Junior Honor Society Induction Ceremony
Cottage Grove U.G.C. 10:00 a.m.

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APRIL 19, 2016

Early Dismissal

APRIL 22, 2016

Spring Concert - Cottage Grove U.G.C. 5:00 p.m.

Dr. Willie L. Davis, Auditorium

PART C - FEDERAL STATE PROGRAMS

MRS. STEPHANIE STEPHEN reminded members that they were in advanced receipt of her report. Mrs. Stephen 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. SUPERINTENDENTS' COMMISSION FOR THE STUDY OF DEMOGRAPHICS & DIVERSITY PARENT CONVERENCE

Wednesday, May 4, 2016, 25 parents and I will attend the Parent Conference held at the Tinley Park Convention Center, from 8:30 a.m. until 3:00 p.m. The Parent Conference will start off with a grand breakfast, then the parents will hear from keynote speakers, followed by breakout sessions. A few of the titles of breakout sessions that parents can choose to attend are as follows:

- College 101
- College & Careers
- Parent, Intervention Support Network
- Student/Teacher/Relations
- Nutrition
- Internet, Technology, & Social Media

I know that our parents will have a great time and come back more informed.

B. MONTHLY DISTRICT WIDE FAMILY WORKSHOP SERIES

On **Friday, February 19, 2016** our monthly Parent Meeting was held at Medgar Evers Primary Academic Center, from 11:00 A.M. - 1:00 P.M. This Parent Workshop helped parents to better understand how their kids are using social networking, and to provide the, with tips and tools they can use to help them minimize negative experiences and maximize the positive opportunities that social media has to offer.

March meeting theme "*Understanding the Long Term Impact of Social Media.*"

C. 2015-2016 EARLY REGISTRATION

The 2016 parent Early Registration Packets were mailed home **Monday, March 14, 2016**. All currently enrolled students' parents beginning with Pre-k through seventh grade, have received the Early Registration Packets. Parents are to return the completed packets on or before Paren Teacher Conference **Thursday, April 8, 2016**. Parents will be able to go to our website to get a copy of the registration form. We are encouraging parents to return the registration packets as soon as possible, so that we have a projected number of our current students that are returning.

This information helps district administrators plan for the 2016/2017 school year. Flyers will be posted in all Ford Heights businesses, and I along with the Attendance Officers will be canvassing homes, as well as, making phone calls to ensure we reach

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every parent in our district.

D. PRE-K CHILD FIND SCREENING

April 20, 2016 through **April 25, 2016** is Pre-Kindergarten Child Find Screening. Pre-Kindergarten teachers will assist the Pupil Personnel Services department with the Child Find Screening. The Child Find Screenings will take place at CDI/Head Start and at Medgar Evers Primary Academic Center.

E. MONTHLY BUILDING REPORT (See reference #1)

A report was submitted by *Nicole Conway Fason*, Home School Coordinator.

PART D - PUPIL PERSONNEL SERVICES AND SPECIAL EDUCATION

Ms. Tamara Young reminded members that they were in advanced receipt of her report. Mrs. Young then informed members of the upcoming Career Day and Fair, then handed out personal invitations to members of the Board for this event. Mrs. Young then inquired if there were any questions. **THERE WERE NONE.** Mrs. Young then asked for acceptance of her report as submitted:

I. FOR YOUR INFORMATION

A. PROBLEM SOLVING MEETINGS

The Pupil Personnel Services Team conducted a Problem Solving Team (PST) meeting at Medgar Evers Primary Academic Center and Cottage Grove Upper Grade Center. As a result from the referrals received at Problem Solving Meetings, the psychologist have been conducting observations in the classroom and making

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recommendations of different types of interventions that can be used in the classroom to help curb the unwanted behavior. Observations and consultation with other personnel has taken place to assist in planning appropriate interventions for students. The Director and the Psychologist reviewed the IEP of an incoming student to determine the appropriate placement. The Director had the Speech Pathologist to review screening documentation in regards to a concern that a kindergarten teacher had for one of her students.

B. CASE MANAGER/SOCIAL WORK SERVICES

We have been working with the Director of Federal and State Programs in providing clothing for students who need uniforms. A safety plan/health plan has been created and implemented. The Director corresponds with serving schools in any effort to provide all behavior and academic needs of our students. The Director has been working with the assistant principals with behavior concerns. Several parent meetings have been held to discuss issues of concerns regarding their children. The Director monitored test sessions for several students who have Individual Education Plans (IEP'S).

C. HEALTH SERVICES

Parents of students in kindergarten, second and six grades, who have not presented proof of a dental and examination, were informed of their child's noncompliant status for school year 2016-2017. The

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State of Illinois requires students in the kindergarten, second, sixth grade, and new students to comply with a current physical, dental and vision examinations, as well as up to date immunizations prior to each new school year.

Parents were also notified regarding screening for diabetes and lead and to complete the health history section of the physical that needs to be verified by the health care provider.

Monthly Automated External Defibrillator (AED) check was conducted at the District Office, Cottage Grove Upper Grade Center, Medgar Evers Primary Academic Center (Pac), and Tiyde A. Phillips.

D. COUNSELING PROGRAM

The Positive Behavior Interventions and Supports (PBIS) theme for the month of March is "Self Control". The District-Wide Student Advocate continues to provide counseling services to Tier II fifth grade boys. Each student will identify triggers that can potentially derail their success and also gain coping strategies to overcome them. The advocate provides individual and group counseling to this group of boys.

The National Junior Honor Society continues to meet regularly to address student concerns with the well being of our school. Twenty potential 2016 inductees have been identified and given applications in order to review their candidacy. The Faculty Council will meet to discuss potential candidates for the induction ceremony based on the criteria of scholarship, leadership, citizenship, character, and service.

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Career Day planning is being finalized. Presenters have been secured and approved for the event. Drafts of the programs and schedules are being finalized. Student Ambassadors have been identified to assist in the programming of Career Day.

The Student Advocate attended a meeting at Prairie State College with Career Preparation Network. This organization provides materials and funds through a grant to assist with the preparation of the Career Health Fair and Career Day.

- E. Monthly Reports**-Departmental reports were submitted by the following (*See reference #1-2*)

Shawn Aldridge-District-Wide Student Advocate

Geraldine Parham-Health Coordinator

PART E - BUSINESS AFFAIRS

MRS. CORETTA JACKSON reminded members that they were in advanced receipt of her report. Mrs. Jackson inquired if there were any questions. **THERE WERE NONE.** Mrs. Jackson then asked for approval of her report as submitted:

Motioned/Viverette; Seconded/Mitchell - to approve **Part E - Business Affairs Report** as submitted :

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

Nays: None

Absent: Coleman, Hayslett, LaWrence

Abstain: None

4 ayes, 0 nays, 4 absent, 0 abstain, 0 present – motion carried.

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I. FOR YOUR AUTHORIZATION

A. ACCOUNTS PAYABLE

Authorization is requested to pay Accounts Payable bills for April 5, 2016 in the amount of **\$379,703.13.**

B. PAYROLL SUMMARY

The following is the payroll summary for the month of March 2016 as detailed below:

March 4, 2016	\$214,695.89
March 18, 2016	\$220,471.20
March 24, 2016	<u>\$183,216.07</u>
Total	\$623,383.16

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 5, 2016 - May 10, 2016
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

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- B. Date: Saturday, April 16, 2016
- Time: 12:00 p.m.
- Place: Cottage Grove Upper Grade Center
- Contact: Catrise Colone, Bloom District 206
- Purpose: Parent Outreach for 8th - 12th Graders
- Cost: **Request fees to be waived**

D. PETTY CASH

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

District Office	\$100.73
Building & Grounds	\$ 25.00
Federal/State	\$ 66.34
Medgar Evers	\$ 80.00
Cottage Grove	<u>\$200.00</u>
Total	\$472.07

E. IMPREST FUND

Authorization is requested to replenish Imprest Fund in the amount of **\$5,438.90.**

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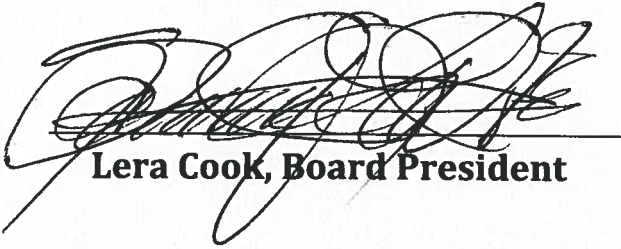
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ADJOURNMENT - 5:24 p.m.

Motioned/Sherman; Seconded/Viverette - to adjourn meeting

Roll Call: Ayes: Cook, Mitchell, Sherman, Viverette
 Nays: None
 Absent: Coleman, Hayslett, LaWrence
 Abstain: None
 4 ayes, 0 nays, 3 absent, 0 abstain, 0 present - motion carried.



Lera Cook, Board President



**Ester Viverette, Secretary Pro
Tempore**