

**FORD HEIGHTS SCHOOL DISTRICT 169  
MINUTES OF BOARD MEETING HELD  
TUESDAY, AUGUST 7, 2018**

The meeting was called to order by presiding officer Mr. Mark Mitchell – 5:00 p.m.

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

Upon roll call the following members were present:

Present: Cook, LaWrence, Mitchell, Viverette  
Absent: Coleman, Hayslett, Sherman  
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.  
Ms. Chantel Jones, Assistant Principal Medgar/Cottage

Legal Counsel: **None**

**QUESTIONS/COMMENTS FROM PUBLIC (2 Minutes)**

Board President greeted and thanked all in attendance, then inquired if there were any comments from the audience. There were none.

**BOARD PRESIDENT MITCHELL**, then called for a motion to approve agenda.

**AGENDA**

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

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

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**MINUTES**

Motioned/Cook; Seconded/LaWrence - to approve the minutes of **July 10, 2018.**

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

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

**CORRESPONDENCE**

Carletta Jones – Thank you for Floral arrangement sent during time of bereavement.

Board President Mitchell then called for a motion to enter into **PUBLIC HEARING -TRANSFER SURPLUS LIFE SAFETY FUNDS - 5:04 P.M.**

Motioned/LaWrence; Seconded/Cook – to enter into **PUBLIC HEARING**

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

**SUPERINTENDENT JACKSON** stated that at this time he would like to turn the floor over to **ATTORNEY JOHN IZZO** of **HAUSER, IZZO, PETRARCA, GLEASON & STILLMAN LAW FIRM.**

Attorney Izzo expounded on the process of implementing the Transfer Surplus Life Safety Funds, the steps that needed to be taken to do so, as well as, the why. Upon completion of his explanation, Attorney Izzo, inquired if members had any questions. **THERE WERE NONE.**

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Board President Mitchell, then stated since there are no questions, I would like a motion to end Public Hearing.

Motioned/LaWrence; Seconded/Cook - to end **PUBLIC HEARING-TRANSFER SURPLUS LIFE SAFETY FUNDS - 5:07 P.M.**

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

Board President Mitchell called for a motion to Reconvene Regular Session - **5:08 p.m.**

Motioned/LaWrence; Seconded/Viverette - to **Reconvene Regular Session**

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

Board President called on **SUPERINTENDENT JACKSON** for his report.

**PART A - REPORT OF THE SUPERINTENDENT**

**SUPERINTENDENT JACKSON** reminded members of the Board that they were in advanced receipt of his report. **SUPERINTENDENT** informed members that there was **ADDENDUM REPORT**, and briefly addressed item. **SUPERINTENDENT JACKSON** then inquired if there were any questions. There were none. **SUPERINTENDENT JACKSON** then recommended favorable approval of his report **inclusive** of **ADDENDUM REPORT** as submitted.

Board President then called for a motion to approve Report of the Superintendent **inclusive** of **ADDENDUM REPORT**.

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Motioned/Cook; Seconded/Viverette – to approve **PART A – REPORT OF THE SUPERINTENDENT, inclusive of ADDENDUM REPORT** as submitted:

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

**I. FOR YOUR AUTHORIZATION**

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

**1. APPOINTMENTS**

- a. Authorization is sought to appoint **Ms. MAGDALENA CIEZOBKA** as English Language Arts (ELA) and Social Studies Teacher, **BA, Step 3**, Cottage Grove Upper Grade Center, effective **2018-2019 School Year**.
- b. Authorization is sought to appoint **Ms. SHIRLEY HACKNEY** as Response to Intervention (RTI) Tutor Teacher, **MA, Step 3**, Cottage Grove Upper Grade Center, effective **2018-2019 School Year**.
- c. Authorization is sought to appoint the following individuals as District substitute teachers, effective 2018-2019 School Year.

- (1) MR. JAMES DATES**
- (2) MR. ROBERT GOTTARDO**
- (3) MR. JAMES GILLS**

**B. LANE CHANGE/SALARY ADJUSTMENT – 2018-2019 SCHOOL YEAR**

**MR. ROBERT POTTER**, teacher, Cottage Grove Upper Grade Center, from BA, Step 10, to BA +15, Step 10, effective for the 2018-2019 School Year.

**C. AUTHORIZE AND APPROVAL OF RESOLUTION OF THE BOARD OF EDUCATION OF FORD HEIGHTS SCHOOL DISTRICT NUMBER 169 TO TRANSFER SURPLUS LIFE SAFETY FUNDS AND AUTHORIZATION TO APPROVE THE CERTIFICATION OF MINUTES AND RESOLUTION REFERENCE # 1**

**ADDENDUM REPORT**

**I. FOR YOUR AUTHORIZATION**

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

**1. RESCIND APPOINTMENT**

Authorization is sought to rescind appointment of **MR. JARRELL HARRIS**, Para-professional Medgar Evers Primary Academic Center, effective 2018-2019 School Year.

**2. APPOINTMENT**

Authorization is sought to appoint **Ms. TERESA SELDERS** as a Para-professional Medgar Evers Primary Academic Center, effective 2018-2019 School Year.

**3. CORRECTION TO LANE**

Authorization is sought to make the lane change correction for **Ms. SHIRLEY HACKNEY**, Response to Intervention (RTI)

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Tutor from **MA Step 3 to MA +15, Step 3**, Cottage Grove Upper Grade Center, effective 2018-2019 School Year.

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

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

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

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

**I. FOR YOUR AUTHORIZATION**

**A. ACCOUNTS PAYABLE**

Authorization is requested to pay Accounts Payable bills for August 7, 2018 in the amount of **\$326,759.54.**

**B. PAYROLL SUMMARY**

The following is the payroll summary for the month of July 201 as detailed below:

July 06, 2018	\$ 80,664.48
July 20, 2018	<u>\$ 83,008.50</u>
<b>Sub Total</b>	<b>\$167,672.98</b>

**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: August 7, 2018 -September 11, 2018  
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**

B. Date: Saturday, September 1, 2018  
Time: 11:00 a.m. - 7:00 p.m.  
Place: Tidye A. Phillips  
Contact: Geneva T. Brown  
Purpose: Fundraiser for Sickle Cell  
Cost: **\$225.00 - Custodian  
(Reference #1)**

**D. PETTY CASH**

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

District Office	<u>\$30.00</u>
<b>Total</b>	<b>\$30.00</b>

**E. IMPREST FUND**

Authorization is requested to replenish Imprest Fund in the amount of **\$10,007.03.**

**PART C - CURRICULUM AND INSTRUCTION**

**MRS. MARILYN BARNES** reminded members of the Board 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. 2018 - 2019 REGISTRATION**

2018 – 2019 registration was held on **Thursday, August 2, 2018** from **9:00 a.m. - 5:00 p.m.** and on **Friday, August 3, 2018** from **10:00 a.m. – 3:00 p.m.** at Medgar Evers Primary Academic Center. Parents who registered their children received school supplies and were provided with refreshments and entertainment.

In addition, Ford Heights School District 169 and Cottage Grove Medical Clinic have partnered again this year to provide students entering into Prekindergarten, Kindergarten, Sixth Grade and students who plan to participate in sports at Cottage Grove Upper Grade Center, with immunizations and physicals. Parents who would like to take advantage of this opportunity were provided proxies to sign during registration from Nurse Parham.

Flyers were mailed home to parents, and ROBO calls went out, right up until the day registration began.

**B. INSTITUTE DAYS**

We have finalized our upcoming Institute Days beginning on **Wednesday, August 8, 2018** through **Friday, August 10, 2018**. We have three (3) wonderful days in-store for everyone. All staff will receive professional development directly related to their daily



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job responsibilities, as well as, annual State mandates that all staff must receive. This year we will welcome back Dr. Karen Peterson who will facilitate a District-Wide Training on Building Trauma Sensitive Schools.

Several years ago, we started a tradition of having themes centered around excellence, and this year we did not fall short with continuing that tradition. Our 2018 - 2019 theme is: "***Our Road to Excellence***".

### C. STUDENTS FIRST DAY OF SCHOOL

The first day of school for students will be on **Monday, August 13, 2018**. This will be a full attendance day, which will begin at 7:30 a.m. with breakfast and instruction at 8:00 a.m. Students will be dismissed at 2:30 p.m. At each respective school there will be a Positive Behavior Interventions and Supports (PBIS) kick-off for students. Students will learn what is expected of them throughout the building on a daily basis. Our students are taught the four (4) Bees: **Be Safe, Be Respectful, Be a Leader, and to Be Responsible**. Each of these expectations are reinforced during the school year by all building staff.

### D. UPCOMING DATES

#### **AUGUST 2-3, 2018**

Registration will be held at Medgar Evers Primary Academic Center in the gymnasium for new enrollees to the District and returning non-registered students. Parents of students who registered during Early Registration will need to return to complete school forms, receive handbooks, and all students who attend Cottage Grove Upper Grade Center will receive schedules.

#### **AUGUST 8 - 10, 2018**

Institute Days

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### **AUGUST 13, 2018**

First Student Attendance Day (8:00 a.m. – 2:30 p.m.)

### **AUGUST 20, 2018 – SEPTEMBER 7, 2018**

Upon students returning to school in August and for the first two weeks of September, teachers will administer assessments. These assessments are vital because teachers use the results for lesson planning, placing students into small groups, and to gage a sense of how to meet students' individual needs in the classroom.

#### **The following assessments will be administered:**

Students in grades Kindergarten through Eighth will be administered the Northwest Evaluation Association (NWEA) Measures of Academic Progress (MAP) in Reading and Math.

Students in grades Second through Eighth will be administered the Jerry Johns Basic Reading Inventory (BRI).

Students in First grade will be administered the Developmental Reading Assessment (DRA).

Students in grades Kindergarten through Second will be administered a Phonics Assessment.

All Kindergarten students will be administered the Kindergarten Individual Development Survey (KIDS)

All Prekindergarten students will be administered the Teaching Strategy GOLD and the Brigance.

### **AUGUST 21, 2018**

**Open House** will be held at Cottage Grover Upper Grade Center from 4:00 p.m. – 6:00 p.m.

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**AUGUST 22, 2018**

**Open House** will be held at Medgar Evers Primary Academic Center from 4:00 p.m. – 6:00 p.m.

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

Building reports were submitted by the following personnel:

Ms. Monique Johnson, Principal of Medgar Evers P.A.C.

Dr. Sharon Rivers, Principal of Cottage Grove U.G.C.

**BOARD PRESIDENT MITCHELL** called on Principal Rivers and Principal Johnson to give a status update on the activities/happenings in their respective buildings.


**BOARD PRESIDENT MITCHELL** called for a motion to adjourn.

**ADJOURNMENT: 5:20 p.m.**

Motioned/Cook; Seconded/Viverette - to adjourn meeting



Mr. Mark Mitchell, President



Mrs. Ester Viverette, Secretary