

**FORD HEIGHTS SCHOOL DISTRICT 169**  
**MINUTES OF BOARD MEETING HELD TUESDAY, AUGUST 9, 2011**

The meeting was called to order by presiding officer Mr. Joe Sherman - 6:00 p.m.

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

Upon roll call the following members were present:

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

Legal Counsel:

**QUESTIONS FROM PUBLIC (3 Minutes)**

NONE

**AGENDA**

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

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

**MINUTES**

Motioned/Coleman; Seconded/Mitchell - to approve the minutes of ***July 5, 2011 and July 12, 2011 (Special Meetings)***.

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

### CORRESPONDENCE

NONE

*Board Member Viverette arrived at 6:03 p.m.*

### PART A - REPORT OF THE SUPERINTENDENT

Superintendent Jackson, reminded members of the Board that they were in advanced receipt of his report, then took the opportunity to introduce and welcome Dr. Irma Plaxico as replacing Mr. Howard Coleman, as Assistant Principal at Medgar Evers Primary Academic Center.

Dr. Plaxico expressed her joy at being in Ford Heights School District #169 and looked forward to working with everyone.

Superintendent Jackson called attention to the *Financial Recognition* the District had received and expressed that this could not have been done without the management skills of our Coordinator of Business Affairs, Mrs. Coretta Jackson, who he gave kudos to! Superintendent Jackson then asked for approval of his report as follows:

Motioned/Coleman; Seconded/Cook - to approve the report of the Superintendent as follows:

#### **I. FOR YOUR AUTHORIZATION**

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

##### **1. LETTER OF INTENT TO RETIRE**

**a. *Mr. Walter Cunningham*, Physical Education teacher,**

Cottage Grove Upper Grade Center, has submitted a letter of Intent to Retire, to be effective at the end of the 2011-2012 School Year. (*See reference #1*)

2. LETTERS OF RESIGNATION

- a. *Mr. Howard Coleman*, Assistant Principal, Medgar Evers Primary Academic Center, has submitted a letter of resignation to be effective August, 12, 2011. (*See reference #2*)
- b. *Mrs. Beatrice Franklin-Woodfin*, Instructional Aide, Cottage Grove Upper Grade Center, has submitted a letter of resignation to be effective, Tuesday, August 9, 2011. (*See reference #3*)
- c. *Mrs. Elizabeth Hennessy*, One-on-One Aide, Cottage Grove Upper Grade Center, has submitted a letter of resignation, effective July 25, 2011. (*See reference #4*)
- d. *Mr. Ivan Rayner III*, Special Education Resource Teacher, Pupil Personnel Services & Special Education, has submitted a letter of resignation effective July 8, 2011. (*See reference #5*)

3. APPOINTMENTS 2011-2012 SCHOOL YEAR

- a. *Authorization is sought* to appoint *Ms. Sharon Rouls*, Guidance Counselor, Pupil Personnel Services & Special Education - **\$54,281** (*Replacing Kameyal Alexnder*) (*See reference #6*)
- b. *Authorization is sought* to appoint *Ms. Millicent Griffin*, as Social Worker, Pupil Personnel Services & Special Education - **\$55,000** (*Replacing Tamara Little-Young*) (*See reference #7*)

*Authorization is sought* to appoint **Dr. Irma Plaxico**, as Assistant Principal, Medgar Evers Primary Academic Center - **\$75,000 (Inclusive of Board Paid TRS)** (*Replacing Howard Coleman*)

- c. *Authorization is sought* to appoint **Ms. Shondra Godlock, as Instructional Aide (w/Degree)**, Cottage Grove Upper Grade Center - **\$19,865 (Replacing Beatrice Franklin-Woodfin)** (*See reference #8*)
- d. *Authorization is sought* to appoint **Mr. Jason Kinnaman**, as Special Education Resource Teacher, Pupil Personnel Services & Special Education - **BA Step 2 - \$38,571 (Replacing Ivan Rayner, III)** (*See reference #9*)
- e. *Authorization is sought* to appoint **Ms. Sydonna Balentine**, as Instructional Aide (One-on-One)- Cottage Grove Upper Grade Center - **\$18,491 (Replacing Elizabeth Hennessy)**
- f. *Authorization is sought* to appoint **Ms. Monique Travis**, as Tutor - Cottage Grove Upper Grade Center - **\$125.00** per day.

## II. FOR YOUR INFORMATION

### A. ILLINOIS STATE BOARD OF EDUCATION - CERTIFICATE OF FINANCIAL RECOGNITION - 2010 SCHOOL YEAR (*See reference #10*)

Pursuant to the authority provided by Section 1A-8 of the School Code, the Illinois State Board of Education (ISBE) developed the "School District Financial Profile" to help monitor the finances of school districts and identify which are in or are moving toward financial difficulty.

If a district receives a score of 3.54 - 4.00, they are in the highest

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category of financial strength and receives a certificate of - Financial ***Recognition***, which documents the district's excellence in finance, and means districts in receipt of such recognition, require little or no review or involvement by ISBE unless requested by the district.

I am elated once again, to announce that we have received the above award/certificate from the Illinois State Board of Education, designating Ford Heights School District 169, as financially solvent based on our 2010 school year financial data.

Roll Call: Ayes: Coleman, Cook, Mitchell, Sherman, Viverette  
Nays: None  
Absent: Griffin, Patterson-Thompson,  
Abstain: None  
5 ayes, 0 nays, 2 absent, 0 abstain, 0 present - motion carried.

## **PART B - CURRICULUM AND STAFF DEVELOPMENT**

Mrs. Joyce McEwen, Assistant Superintendent addressed items in her report and expressed that items were informational only. She announced the winners of the Dr. Chang Math Awards and the honorable mentions, then asked for acceptance of her report as follows:

### **I. FOR YOUR INFORMATION**

#### **A. ILLINOIS STATE STANDARDS**

Dr. Lisa Chang will be working with six (6) staff members at Medgar Evers Primary Academic Center, in an effort to align Illinois State Standards for grades K-4. She will be working with grades 5-8 as well.

#### **B. INSTITUTE DAY - AUGUST 10-12, 2011 (REMINDER)**

Preparations are being made to implement an awesome and informative three days of Institute for the FY 2011-2012 school year.

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Breakout sessions are being planned and will ensure that no one is left behind. All staff and personnel will be involved in breakout sessions which will address their particular job responsibilities.

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

#### C. DR.'S LISA AND MING CHANG AWARDS

The annual Dr.'s Ming and Lisa Chang Awards, generally are given to three outstanding persons. Two awards are given at Medgar Evers Primary Academic Center. One is for grades Kindergarten through Second grades and one for Third through Fourth grades. The third award is given to the outstanding person at the Cottage Grove Upper Grade Center school, for Fifth through Eighth grades.

This year, there was a tie between ***Ms. Nancy Herschberger*** and ***Mrs. Angela Hayslett***, whose ISAT scores were 83% of their students meeting/exceeding state standards.

The winners at the Medgar Evers Primary Academic Center school are ***Mrs. Geraldine Joubert*** for grades three through four, who had 95% of her students to meet or exceed Standards in the area of Mathematics, and ***Mrs. Lena Watts-Drake***, for grades Kindergarten through Second, whose students averaged a 3.4 grade equivalent in the area of Mathematics on the Iowa Test of Basic Skills.

#### HONORABLE MENTION:

##### MEDGAR EVERS PRIMARY ACADEMIC CENTER

1. ***Lena Watts-Drake***, 2<sup>nd</sup> Grade - Average Iowa Basic Skills score in Reading was 4.0.
2. ***Susan Tutorow***, 2<sup>nd</sup> Grade - Average Iowa Basic Skills score in Reading was 4.0
3. ***Tamika Thomas***, 4<sup>th</sup> Grade - Students met/exceeded State standards on the ISAT's in both Math and Reading at 89%.
4. ***Ann Marie Armstrong***, 4<sup>th</sup> Grade - Students met/exceeded State standards on ISAT in Math at 89%.

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5. **Stefanie Williams**, 3<sup>rd</sup> Grade - Students met/exceeded State standards on ISAT in Math at 81%.

#### COTTAGE GROVE UPPER GRADE CENTER

1. **Cynthia Purdy**, 5<sup>th</sup> Grade - Students met/exceeded State standards on the ISAT in Math at 81%.
2. **Chantel Jones**, 8<sup>th</sup> Grade - Students met/exceeded State standards on the ISAT in Reading at 79%.

The criteria for the selection of chosen teachers are as follows:

- The State Standards on the Illinois Standards Achievement Tests (ISAT)
- Principal's input and Classroom observations
- Attendance in Math workshops, including those held after school
- Iowa Test of Basic Skills results
- Minimum of two years of full-time service in Ford Heights School District 169 and
- An individual can only receive recognition twice within two consecutive years.

#### **D. FIRST DAY OF SCHOOL FOR STUDENTS**

The first day for students returning to school will be Monday, August 15, 2011. Students will be in attendance for one (2) hour, with a release time of **10:00 a.m.** Teachers will be receiving Professional Development during the remaining hours on this day. On Tuesday, August 16, 2011 students will be in attendance for ½ half day, resulting in a release time of **12:00 p.m.** Wednesday, August 17, 2011, will be a full day for staff and students.

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

Building reports were submitted by the following personnel:

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

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

**PART C - PUPIL PERSONNEL SERVICES & SPECIAL EDUCATION**

Mrs. Tamara Young spoke to some of the informational items in her report, then asked for acceptance as follows:

**I. FOR YOUR INFORMATION**

**A. SPECIAL EDUCATION RESOURCE TEACHER VACANCY**

Interviews have been conducted to find the most viable candidate to fill the Special Education Resource Teacher position. Fifteen applicants posted their resume on Illinois Education Job Bank in response to the District's posting of the vacant position. Of the fifteen, three candidates have been interviewed. Interviews have been continuous as qualified resumes post. We anticipate narrowing down the search within the next week.

**B. PREPARATION FOR THE START OF THE 2011-2012 SCHOOL YEAR**

During the month of July a working session was held with district administration, lead teachers, the district psychologist, and Dr. Hill to discuss and make sense of the ISAT data results. In addition, the administrative team discussed the responsibilities and attributes of the design coach and the lead teachers as we move forth into the new school year.

The Interim Director of PPS attended the Special Education Directors' Conference entitled, "Special Education Integration and Innovation", July 20-22. The attendance to this conference was essential in helping the Interim Director to gain knowledge in special education case law, federal grant distribution changes and state and federal requirements.

**C. ADMINISTRATOR'S ACADEMY**

On July 26th, the Interim Director of PPS attended a workshop entitled, "Using the Right Data to Drive Effective Instructional Practices."



**PART D - BUSINESS AFFAIRS**

Mrs. Coretta Jackson, reminded members of the Board they were in advanced receipt of her report, then spoke to specific items in said report, and concluded by asking for favorable approval as follows:

Motioned/Cook; Seconded/Mitchell - to approve Part D - Business Operations Report.

**I. FOR YOUR INFORMATION**

**A. ACCOUNTS PAYABLE**

Authorization is requested to pay Accounts Payable bills for August 9, 2011 in the amount of **\$315,033.13**.

**B. PAYROLL SUMMARY**

The following is the payroll summary for the month of July 2011 as detailed below:

July 1, 2011	<b>\$ 76,754.54</b>
July 15, 2011	<b>\$114,634.13</b>
June 29, 2011	<b><u>\$ 81,608.87</u></b>
<b>Sub Total</b>	<b>\$272,997.54</b>

**C. BUILDING RENTAL**

Authorization is requested for the use of the following facilities:

<b>A.</b>	<b>Date:</b>	<b>August 9, 2011 - September 6, 2011</b>
	<b>Time:</b>	<b>12:00 p.m.-3:00 p.m./7:00 p.m.-8:00 p.m.</b>
	<b>Place:</b>	<b>Tidye A. Phillips</b>
	<b>Contact:</b>	<b>Steve &amp; Vanessa McGhee Glory Be To God Ministry</b>
	<b>Purpose:</b>	<b>Religious Purposes</b>
	<b>Cost:</b>	<b>\$75.00-Sunday/\$25.00-Friday</b>

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- B.** Date: August 9, 2011 - September 6, 2011  
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-Thursday**
- C.** Date: December 3, 2011  
Time: 12:00 p.m. - 3:00 p.m.  
Place: Tidye A. Phillips  
Contact: Martha Maddox  
Purpose: Wedding Reception  
Cost: **\$175.00-Building Rental**  
**\$100.00-Custodian**  
**Reference #1**

**D. PETTY CASH**

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

Building & Grounds	<b>\$ 43.71</b>
PPS	<b>\$ 13.25</b>
District Office	<b>\$191.43</b>
Medgar Evers	<b>\$186.77</b>
Cottage Grove	<b><u>\$200.00</u></b>
<b>Total</b>	<b>\$635.16</b>

**E. IMPREST FUND**

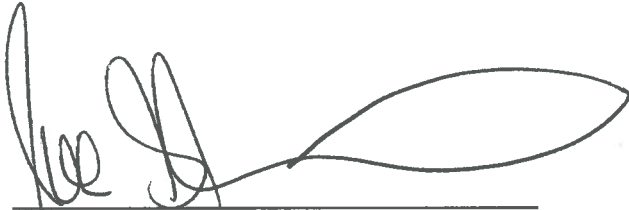
Authorization is requested to replenish Imprest Fund in the amount of **\$15,518.35.**  
**Reference #2**

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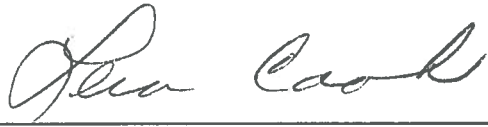
Roll Call: Ayes: Cook, Coleman, Mitchell, Sherman, Viverette  
Nays: None  
Absent: Griffin, Patterson-Thompson  
Abstain: None  
5 ayes, 0 nays, 2 absent, 0 abstain, 0 present - motion carried.

**ADJOURNMENT: 6:07 P.M.**

Motioned/Cook; Seconded/Coleman to adjourn meeting - voice vote motion carried.



Joe Sherman, Board President



Lera Cook, Board Secretary