

FORD HEIGHTS SCHOOL DISTRICT 169
MINUTES OF BOARD MEETING HELD
TUESDAY, AUGUST 7, 2012

The meeting was called to order by presiding officer Mr. Joe Sherman – 5:08 p.m.

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

Upon roll call the following members were present:

Present: Cook, Sherman, Thompson, Viverette
Absent: Coleman, Griffin, Mitchell
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

QUESTIONS FROM PUBLIC (3 Minutes)

Mr. Larry Hopkins addressed members of the Board of Education and the Superintendent. Mr. Hopkins explained that the Ford Heights Public Library Board members wanted to present to the Principals of Cottage Grove Upper Grade Center and Medgar Evers Primary Academic Center, school shirts for students who may be in need, or students whose uniform shirts may be somewhat altered in appearance, from what is required of all students.

Board President Sherman and Dr. Gregory T. Jackson, Superintendent thanked Mr. Hopkins and the Ford Heights Public Library for their generosity and donation of uniform shirts to the students of Ford Heights School District 169.

Minutes of August 7, 2012

Page 2

AGENDA

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

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

MINUTES

Motioned/Cook; Seconded/Viverette - to approve the minutes of *July 10, 2012 (Regular and Closed)*

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

CORRESPONDENCE

NONE

At this point in the proceedings, Attorney Raymond Hauser expressed that there was no need to enter into Closed Session.

Motioned/Cook; Seconded/Viverette - to waive Closed Session.

Minutes of August 7, 2012

Page 3

PART A – REPORT OF THE SUPERINTENDENT

Superintendent Jackson began by reminding members of the Board that they were in advanced receipt of his report, and asked for favorable approval, inclusive of Addendum Report and inclusive of Closed Session Item, as follows:

Motioned/Cook; Seconded/Viverette – to approve the report of the Superintendent, **inclusive of Addendum Report** item and **inclusive of Closed Session matter**.

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

Once again, Superintendent Jackson asked for approval of report as follows:

- I. PRESENTATION FROM FORD HEIGHTS PUBLIC LIBRARY DISTRICT (MEMBERS)**
- II. CLOSED SESSION**
 - A. THE SELL OF SECURITIES**
- III. FOR YOUR AUTHORIZATION**
 - A. PERSONNEL (*pending receipt of all personnel required documents*)**
 - 1. LETTER OF RETIREMENT (*See reference #1*)**

Minutes of August 7, 2012

Page 4

Mrs. Maxine Shannon, Administrative Assistant to the Coordinator of Business Affairs has submitted a letter of retirement, effective Tuesday, July 31, 2012.

Recommending approval with Health Insurance Coverage until December, 2012.

2. LETTER OF RESIGNATIONS

- a. Ms. Lindsey Nordmark, teacher – Cottage Grove Upper Grade Center has submitted a letter of resignation, effective Monday, July 23, 2012. *(See reference #2)*
- b. Ms. Stefanie Williams, teacher – Medgar Evers Primary Academic Center has submitted a letter of resignation, effective Monday, July 23, 2012. *(See reference #3)*

3. APPOINTMENTS

- a. GUIDANCE COUNSELOR *(See reference #4)*

Authorization is sought to appoint LaTasha Wright as Guidance Counselor, MA Degree, recommended salary amount for Fiscal Year (FY2012-2013) is **\$43,000** (replacing Ms. Sharon Rouls).

- b. ADMINISTRATIVE ASSISTANT TO THE COORDINATOR OF BUSINESS AFFAIRS *(See reference #5)*

Authorization is sought to appoint Carla LeVeux as Administrative Assistant to the Coordinator of Business Affairs, recommended salary amount for

Fiscal Year (FY) 2012-2013 is **\$37,500** (replacing Mrs. Maxine Shannon)

c. **ART TEACHER – COTTAGE GROVE UPPER GRADE CENTER**

Authorization is sought to appoint Patricia Novickas, as Art Teacher at Cottage Grove Upper Grade Center, BA, Step 5 – recommended salary amount for Fiscal Year (FY) 2012-2013 is **\$41,533**

d. **TEACHER – MEDGAR EVERS PRIMARY ACADEMIC CENTER**

Authorization is sought to recall Shannon Zenos as a 2nd Grade Teacher at Medgar Evers Primary Academic Center (due to the vacancy of Stefanie Williams) – BA, Step 5 – recommended salary amount for Fiscal Year (FY) 2012-2013 is **\$41,533**.

e. **SUBSTITUTE TEACHERS AND TUTORS**

Authorization is sought to appoint the below listed individuals as substitute teacher and/or tutors. They are:

1. Ms. Verletta Falconer
2. Ms. Cheryl Franklin
3. Mr. Samuel Lawrence

4. LANE CHANGE AND SALARY ADJUSTMENT

- a. **Mr. Shawn Neubauer** has submitted an official transcript from an accredited University to support this request for a lane change and salary adjustment, from BA, Step 3 to BA + 15, Step 4 (salary is pending ratification of Professional Negotiations Agreement between the Board of Education and the District 169 Education Association IEA/NEA Union).
- b. **Mrs. Sandra Sears** has submitted an official transcript from an accredited University to support this request for a lane change and salary adjustment, from MA + 15, Step 22 to MA + 30, Step 22 (salary is pending ratification of Professional Negotiations Agreement between the Board of Education and the District 169 Education Association IEA/NEA Union).

B. APPROVE SUPPLEMENTARY AGREEMENT BETWEEN THE FORD HEIGHTS SCHOOL DISTRICT 169, COOK COUNTY ILLINOIS ("THE BOARD") AND THE DISTRICT 169 EDUCATION ASSOCIATION, IEA/NEA ("THE ASSOCIATION")
(See reference #7)

C. APPROVE RESOLUTION TO ISSUE FUNDING BONDS *(See handout at Board of Education meeting)*

Approve Resolution providing for the submission of a proposition to issue Funding Bonds to pay claims presently outstanding against the District to the voters of the District at the general election to be held on the 6th day of November, 2012.

Minutes of August 7, 2012

Page 7

D. APPROVE TITLE I AND TITLE IIA CONSULTANTS FOR THE 2012-2013 SCHOOL YEAR

Approve Title I and Title IIA Consultants for the 2012-2013 School Year. Fees to be paid from Title I and Title II Funding. They are as follows:

- a. DR. LISA CHANG
Mathematics
- b. DR. TERESA HILL
Curriculum & Literature Development
- c. ECRA GROUP
Writing Assessments and Data Analysis
- d. DR. DONNA MCCAWE – Center for College and Career Readiness
Common Core Standards

IV. FOR YOUR INFORMATION

A. DISTRICT-WIDE INSTITUTE DAY

Members are to be reminded that District-Wide Institute Days will be held August, 13-15, 2012 at the Cottage Grove Upper Grade Center.

Each day will begin with a continental breakfast beginning at 7:30 a.m., and culminating with a trip to Lucky Strikes Bowling in Chicago, IL.

Members of the Board are welcomed and encouraged to come and be a part of this Annual event.

ADDENDUM REPORT

I. FOR YOUR INFORMATION

A. PERSONNEL

1. LETTER OF RESIGNATION – MR. EDWARD PALMISANO

Mr. Edward Palmisano, Psychologist, Pupil Personnel Services and Special Education has submitted a letter of resignation effective Wednesday, August 8, 2012.

(See reference #1)

PART B – CURRICULUM AND STAFF DEVELOPMENT

Mrs. Joyce McEwen expressed to members that they were in advanced receipt of her report and asked for acceptance as follows:

I. FOR YOUR INFORMATION

A. 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 for grades Kindergarten through Second grade, and one for Third through Fourth grade. The third award is given to the outstanding person at the Cottage Grove Upper Grade Center school, for Fifth through Eighth grade.

This year, *Ms. Nancy Herschberger* had ISAT scores showing 92% of her students met or exceeded state standards.

Minutes August 7, 2012

Page 9

The winners at the Medgar Evers Primary Academic Center school are ***Ms. Shannon Zenos***, whose students showed a grade equivalent of **2.5** in Mathematics. This is a **1 year and 5 month growth**. The expected growth is 9 months for first grade students at the end of the school year **AND**

There was a tie between Tamika Thomas and Ann Marie Armstrong, who had ISAT scores showing 95% of their students ***met or exceeded*** state standards.

Both teachers will receive the Chang Math Award for the third (3rd) through fourth (4th) grades.

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

B. STUDENTS FIRST DAY OF SCHOOL

The first day for students returning to school will be Thursday, August 16, 2012. Students will be in attendance for two (2) hours, with a release time of 10:00 a.m. Teachers will be receiving

Minutes of August 7, 2012

Page 10

Professional Development during the remaining hours on this day. On Friday, August 17, 2012 students will be in attendance for ½ half day, resulting in a release time of 1:00 p.m. Monday, August 20, 2012, will be a full day for staff and students.

C. BACK TO SCHOOL REGISTRATION BONANZA

Parental involvement can make a difference in a child's education. Two-thirds of teachers surveyed (Public Agenda, 2003) believed that their students would perform better in school if their parents were more involved in their child's education, while 72% of parents say children of uninvolved parents sometimes "fall through the cracks" in schools (Johnson & Duffet, 2003).

Students are more successful at school when learning is encouraged at home and in the communities in which they live. Through its innovative methods, Ford Heights School District 169 Administrators and staff will have a "Back to School Bonanza". This event will take place on Wednesday, August 8, 2012 and Thursday, August 9, 2012. Tents will be set up in the parking lot of Tidye A. Phillips.

Hotdogs, chips, and beverages will be served to parents, in an effort to encourage them to come out and register their children.

D. MONTHLY BUILDING REPORTS (*See references #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 informed members that they were in advanced receipt of her report, then asked for acceptance as follows:

I. FOR YOUR INFORMATION

A. Administrative Retreat

Seven agenda items were prepared for presentation to the district leadership during the administrator's retreat. The Special Education student roster for 2012-2013 of students who are already enrolled was presented with grade level information and placement. An updated district-wide CPR certification chart was distributed to Administrators. Information on proposed evaluation instruments for PPS staff was presented. Information on staffing needs and contractual agencies were presented. Information on supportive services such as TRiO and The Network Room was presented and discussed. A list of the crisis team for the 2012-2013 school year district-wide and individual school buildings was made available to administration.

B. Counselor and Special Education Teacher Vacancy

Two individuals progressed to round two of the interview process for the counselor's position. Subsequently one individual emerged as the candidate of choice and was recommended to the Superintendent for hire, pending approval by the Board of Education. The Special Education teacher that was brought before the board for recommendation and became approved on July 10, 2012.

C. Administrator's Academy and Conferences

On July, 23 the Director of PPS attended a workshop entitled, "Race To The Top: PERA, The Education Reform Bill And Related Initiatives" held at SPEED. Raymond Hauser, Daniel Boyle, John Izzo, Courtney Stillman and Sruga Hauser presented the legal Reform Laws and the impact it has on teacher and principal evaluations and the effectiveness of teachers and principals.

On July 18 the Director of PPS attended Illinois State Board of Education 2012 Special Education Directors' Conference entitled, "The Balancing Act" held in Springfield Illinois. The purpose of

the Directors' Conference is to work on improving the performance of special education programs and the inclusion of students with disabilities in general education programs throughout the state in relation to the State Performance Plan. This years' conference strands and workshops focused on student and parent engagement, IEP's, technology, fiscal and grant information.

PART D – BUSINESS AFFAIRS

Mrs. Coretta Jackson reminded members that they were in advanced receipt of her report and asked for acceptance as follows:

Motioned/Viverette; Seconded/Thompson – to approve Part D- Business Affairs

I. FOR YOUR AUTHORIZATION

A. ACCOUNTS PAYABLE

Authorization is requested to pay Accounts Payable bills for June 5, 2012 in the amount of **\$384,351.08.**

Minutes of August 7, 2012
Page 13

B. PAYROLL SUMMARY

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

July 13, 2012	\$ 99,171.39
July 27, 2012	<u>\$115,234.42</u>
Grand Total	\$214,405.81

C. BUILDING RENTAL

Authorization is requested for the use of the following facilities:

- A. Date: August 7, 2012 – September 11, 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**
- B. Date: August 7, 2012 – September 11, 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
 Beyond The Veil Kingdom Ministries
 Purpose: Religious Purposes
 Cost: **\$75.00-Sunday/\$25.00-Wednesday**
- C. Date: August 11, 2012
 Time: 1:00 p.m.-4:00 p.m.
 Place: Tidye A. Phillips

Minutes of August 7, 2012

Page 14

Contact: Pastor Shawn Aldridge
Beyond The Veil Kingdom Ministries
Purpose: Back to School Event for Children
Cost: **\$175.00**
(Reference #1)

D. PETTY CASH

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

District Office	\$224.44
Federal & State	\$ 66.95
Cottage Grove	<u>\$128.84</u>
Total	\$420.23

E. IMPREST FUND

Authorization is requested to replenish Imprest Fund in the amount of **\$7,187.51**.

Reference #2

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

Nays: None

Absent: Coleman, Griffin, Mitchell

Abstain: None

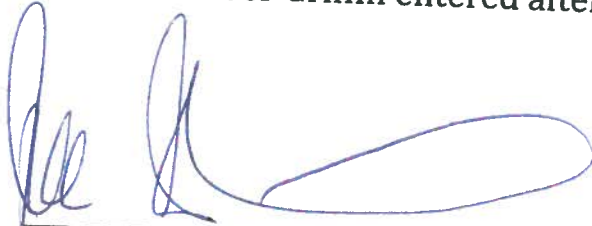
4 ayes, 0 nays, 3 absent, 0 abstain, 0 present – motion carried

ADJOURNMENT

Motioned/Thompson; Seconded/Cook to adjourn the meeting at 5:15 p.m.

Voice Vote – Motion Carried

Board member Griffin entered after adjournment 5:15.



Joe Sherman, Board President



Lera Cook, Board Secretary

