

**FORD HEIGHTS SCHOOL DISTRICT 169  
MINUTES OF BOARD MEETING HELD  
TUESDAY, DECEMBER 9, 2014**

The meeting was called to order by presiding officer Mrs. Ester Viverette – 5:00 p.m.

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

Upon roll call the following members were present:

Present: Hayslett, LaWrence, Mitchell, Sherman, Viverette  
Absent: Coleman, Cook  
Also Present: Dr. Gregory T. Jackson, Superintendent  
Mrs. Coretta Jackson, Coordinator of Business Affairs  
Mrs. Marilyn Barnes, Director of Curriculum & Instruction  
Mrs. Stephanie Stephen, Director of Federal/State Programs  
Mrs. Sharon Rivers, Principal, Cottage Grove U.G.C.  
Ms. Monique Johnson, Principal Medgar Evers P.A.C.

Legal Counsel: Attorney John Izzo- Sraga Hauser, LLC  
Ray Coyne, - Oppenheimer & Co.

**QUESTIONS FROM PUBLIC (3 Minutes)**

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

**NONE**

**AGENDA**

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

Roll Call: Ayes: Hayslett, LaWrence, Mitchell, Sherman, Viverette  
Nays: None  
Absent: Coleman, Cook  
Abstain: None  
5 ayes, 0 nays, 2 absent, 0 abstain, 0 present – motion carried.

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**MINUTES**

Motioned/Sherman; Seconded/Hayslett - to approve the minutes of *November 5, 2014 (Regular and Closed Session)*

Roll Call:   Ayes:       Hayslett, LaWrence, Mitchell, Sherman, Viverette  
              Nays:       None  
              Absent:     Coleman, Cook,  
              Abstain:  None  
              5 ayes, 0 nays, 2 absent, 0 abstain, 0 present – motion carried.

**CORRESPONDENCE**

Thank you cards were received from Johnathan Viverette and Governors State University for the District's donation to students for the Thanksgiving Holiday Meal, and from family of Mrs. Tamara Young, in the loss of her Grandmother.

**PART A - REPORT OF THE SUPERINTENDENT**

Superintendent Jackson reminded members of the Board that they were in advanced receipt of his report. He then addressed the contract renewal for DLM Transportation. Superintendent spoke to the excellent service that they have provided over the years, and commended them for not having raised their prices year after year after year.

Superintendent Jackson also addressed Items C, D, and E of his report. He reminded members of the Board that all legalities attached to these items, had been taken care of and handled/filed appropriately. Superintendent Jackson restated that members were in advance receipt of the Ford Heights School District 169's Annual Financial Report (Year Ended June 30, 2014) from Miller Cooper & Company, LLC, as well as, the Annual Investment Report Fiscal Year Ending June 30, 2014 from Bloom Township.

Superintendent Jackson stated that Attorney John Izzo, Sruga Hauser, LLC, and Ray Coyne, Oppenheimer & Co., were present to answer any questions about the

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bond issue. Attorney Izzo introduced Ray Coyne, and stated that Mr. Coyne had done a great job in structuring the bond process. Attorney Izzo, went on to say that a settlement had finally been reached with Ford Stamping Plant, and that having the Resolutions pass, would help in this matter by easing the financial burden of the settlement. Attorney Izzo also stated that an affirmative vote approved the bond issuance resolution, the escrow agreement, and the purchase agreement.

Attorney Izzo, formally introduced Mr. Coyne, who at the request of the Superintendent, explained how the bidding process worked, as well as, his part in the Bond Resolutions.

Motioned/Sherman; Second/Mitchell - to approve **Part A - Administration Report** as submitted:

Roll Call: Ayes: Hayslett, LaWrence, Mitchell, Sherman, Viverette  
Nays: None  
Absent: Coleman, Cook,  
Abstain: None  
5 ayes, 0 nays, 2 absent, 0 abstain, 0 present – motion carried.

## I. FOR YOUR AUTHORIZATION

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

#### 1. SATURDAY SCHOOL STAFF

Authorization is being sought to hire the following staff for Saturday School. Saturday School begins **Saturday, January 17, 2015**, and ends **Saturday, March 21, 2015**.

#### MEDGAR EVERS PAC:

Daryl Allen	3 <sup>rd</sup> Grade
Kathleen Doherty	3 <sup>rd</sup> Grade
Verletta Falconer	4 <sup>th</sup> Grade
Sandra Sears	4 <sup>th</sup> Grade
Carletta Jones	Grade Substitute
Angela Edwards	Clerk
Ricardo Johnson	Coordinator
Monique Johnson	Principal

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**COTTAGE GROVE UGC:**

Shauna Kirk	L.A. - 5 <sup>th</sup>
Cynthia Purdy	Math - 5 <sup>th</sup>
Robert Potter	Math - 6 <sup>th</sup>
Diane Sergeant	L.A. - 6 <sup>th</sup>
Cheryl Franklin	L.A. - 7 <sup>th</sup>

Elida Rodriguez	Math - 7 <sup>th</sup>
Troy Juniel	L.A. - 8 <sup>th</sup>
Diane Richardson	Math - 8 <sup>th</sup>

**SATURDAY SCHOOL STAFF**

Marian Washington	LRC
Barbara Harris	Clerk
Chantel Jones	Coordinator
Sharon Rivers	Principal

**2. SUBSTITUTE TEACHER**

Authorization is being sought to hire ***Kenika Threat*** as a Substitute Teacher, **effective, December 9, 2014.**

**B. APPROVE CONTRACT EXTENSION FOR DLM SCHOOL BUS LINES, INC.  
(See reference #1)**

Authorization is sought for a motion to approve contract extension for DLM School Bus Lines Services for "Regular Education, Special Education and out of District Special Education for an additional year, commencing Fiscal Year (FY) 2016-2017 School Year at the current rates and terms provided for these services during the 2014-2015 contract terms.

**C. BOND RESOLUTION (See reference # 2)**

Authorization is sought to approve ***Resolution*** providing for the

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issue of Taxable General Obligation School Bonds, Series 2014A, of School District Number 169, Cook County, Illinois, for the purpose of paying outstanding claims against the District as approved at the November 4, 2014 general election, and for the levy of a direct annual tax sufficient to pay the principal and interest on said bonds and authorizing the deposit of said taxes levied to pay said bonds directly into a designated escrow account.

**D. ESCROW RESOLUTION (See reference # 3)**

Authorization is sought to approve **Resolution** authorizing and directing the execution of an Escrow Agreement in connection with the issue of Taxable General Obligation School Bonds, Series 2014A, of School District Number 169, Cook County, Illinois.

**E. ACCEPT FORD HEIGHTS SCHOOL DISTRICT 169'S ANNUAL FINANCIAL REPORT (YEAR ENDED JUNE 30, 2014) MILLER COOPER & COMPANY, LLC AND THE BLOOM TOWNSHIP - ANNUAL INVESTMENT REPORT FISCAL YEAR ENDING JUNE 30, 2014 (SEE BOUND COPY)**

Accept Ford Heights School District 169's Annual Financial Reports as submitted and listed below from Miller Cooper & Company, Ltd., for year ended June 30, 2014, and, in addition, the Bloom Township School Treasurer's Office Investment Report, for Fiscal Year ending June 30, 2014.

Enclosed herewith for your acceptance are the following Financial reports. They are:

- Letter from Miller Cooper and Co., Ltd.
- Management Letter from Miller Cooper and Co., Ltd.
- Bound Annual Financial Report (AFR) from Miller Cooper and Co., Ltd.
- Annual Financial Reports (AFR) to Illinois State Board of Education from Miller Cooper and Co., Ltd. (Loose bound)
- Bloom Township - Annual Investment Report Fiscal Year Ending June 30, 2014

**F. REVISION TO STUDENTS PERVERTING BULLYING, INTIMIDATION, AND HARASSMENT POLICY 7.191 ( See reference # 4)**

Authorization is sought to approve Revision to Policy 7:191 Students Preventing Bullying, Intimidation, and Harassment.

**II. FOR YOUR INFORMATION**

**A. MONTHLY ENROLLMENT (AS OF NOVEMBER, 2014)**

**MEDGAR EVERS SCHOOL**

PRE-K	60	KDG	45
GRADE 1	49	GRADE 2	46
GRADE 3	45	GRADE 4	40
		<b>TOTAL</b>	<b>285</b>

**COTTAGE GROVE UPPER GRADE CENTER**

Grade 5	41	Grade 6	41
Grade 7	36	Grade 8	47
		<b>TOTAL</b>	<b>162</b>

<b>TOTAL DISTRICT</b>	<b>OUT OF DISTRICT</b>	<b>GRAND TOTAL</b>
<b>447</b>	<b>17</b>	<b>464</b>

**REPORT OF CONTACTS (ATTENDANCE OFFICERS)**

**MEDGAR EVERS:**

<b>HOME VISITS</b>	<b>TELEPHONE CONTACTS</b>	<b>PARENT CONFERENCES</b>
<b>22</b>	<b>75</b>	<b>3</b>

**COTTAGE GROVE:**

<b>HOME VISITS</b>	<b>TELEPHONE CONTACTS</b>	<b>PARENT CONFERENCES</b>
<b>2</b>	<b>162</b>	<b>1</b>

**PART B - CURRICULUM AND STAFF DEVELOPMENT**

Mrs. Marilyn Barnes reminded members that they were in advanced receipt of her report, but stated that she wanted to commend **Ms. Chantel Jones** and **Mr. Ricardo Johnson**, for a job well done as first time After School Coordinators.

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Mrs. Barnes expressed that these individuals had done a tremendous job in making sure attendance was always at a premium. She then inquired if there were any questions. Seeing there were none, Mrs. Barnes then asked for acceptance her report as submitted:

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

#### **A. AFTER SCHOOL TUTORIALS**

After School Tutorial Coordinators, **Mr. Ricardo Johnson** and **Ms. Chantel Jones**, have done a tremendous job ensuring that enrollment was consistent throughout the program.

At **Medgar Evers Primary Academic Center**, in grades Kindergarten through Fourth, the student enrollment ended at **118**. At **Cottage Grove Upper Grade Center**, grades Fifth through Eighth, the student enrollment ended at **131**.

Both schools have culminating activities planned for the students and staff for their hard work as follows:

#### **MEDGAR EVERS:**

On **Tuesday, December 9, 2014** from **2:45 p.m. until 4:15 p.m.**, students and staff will be treated to pizza, popcorn, cupcakes, and juice. After their treats and snacks, everyone will enjoy the Disney hit movie, Frozen in the cafeteria.

#### **COTTAGE GROVE:**

On **Tuesday, December 9, 2014** from **3:00 p.m. until 4:15 p.m.**, students and staff will be treated to food and fun in the cafeteria, consisting of pizza, cupcakes, and juice.

Students will have Open Gym, with a jumping bouncer and other fun activities. Our very own Mr. Troy Juniel, will provide music for all to enjoy.

**B. NORTHWEST EVALUATION ASSOCIATION (NWEA) MEASURES OF ACADEMIC PROGRESS (MAP) BENCHMARKING**

Beginning on Monday, December 8, 2014 through Thursday, December 18, 2014, all Kindergarten through Eighth grade students will be administered, the NWEA MAP in Reading and Math. After the testing, teachers will use the data for lesson planning and to guide instruction, as well as, to place students in appropriate academic learning groups.

**C. MONTHLY BUILDING REPORTS (See references #1-3)**

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 Burrel***, Attendance Officer

**D. UPCOMING DATES**

**DECEMBER 3, 2014**

***Early Dismissal - Students dismissed at 12:00 noon***

**DECEMBER 5, 2014**

***2<sup>ND</sup> Progress Report Mailed to Parents***

**DECEMBER 8, 2014**

***Northwest Evaluation Association (NWEA) Measures of Academic Progress (MAP) Benchmark (Kdg. - 8<sup>th</sup>)***

**DECEMBER 9, 2014**

***District-Wide After School Tutorials End***

**PART C - FEDERAL/STATE PROGRAMS**

Mrs. Stephen began by reminding members that they were in advanced receipt of her report, inquired if there were any questions, then asked for acceptance of her report as submitted:



**I. FOR YOUR INFORMATION**

**A. PROMISE PLUS PRE-K FOR ALL PROGRAM**

The month of November two students were taken off the Pre-School for All active students roster. One student's mother relocated to another state and removed her child from the Pre-K program. The second student has 18 plus days of absences and could not be reached by phone. A certified letter was mailed, a letter sent by regular mail and a letter taken to the home to inform the parent that if she did not respond by **Tuesday, November 25, 2014** her child would be taken off the active student roster. To date the parent has not responded.

To ensure that twenty (20) students are active in each Pre-K classroom, two (2) students were taken off the waiting list and added to the classroom replacing the two inactive students. To date, all three classrooms have twenty (20) students on each roster. The Promise Plus Pre-School for All waiting lists currently has four (4) students on the list.

The Promise Plus Pre-School for All teachers will be attending professional development in the month of January 2015

**B. PARENT/CHILD ART STUDIO**

On **Wednesday, November 19, 2014** the third parent meeting was held at Medgar Evers Primary Academy Center from 11:00 a.m. to 1:00 p.m. The theme for the November meeting was "How Children Learn and Dealing with Our Feelings". The meeting was well attended with 25 plus parents in attendance. This was our most attended parent meeting thus far. Parents were served refreshments and raffles were drawn for prizes and Ms. Johnson and Mrs. Rivers donated sprit wear for the raffle.

Agenda:

- Review-Child development and Challenging Behaviors

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- Children's Exposure to Adult interactions
- Discussion – How does that impact Children, How can we eliminate or decrease that exposure
- Dealing with our feelings

Our next meeting will be held **Thursday, December 11, 2014** at Medgar Evers Primary Academic Center. Come out and join us.

On **Wednesday, November 19, 2014** from 4:00 p.m. to 4:30 p.m. at Cottage Grove Upper Grade Center cafeteria the Parent/Child Art Studio finale was held. Students display their art projects they have been working on for the past four (4) weeks. Classes from the afterschool program came and viewed the art projects. The program was well attended by parents, students and administrators. Ms. Johnson, Principal at Medgar Evers Primary Academic Center, Mrs. Rivers, Principal and Ms. Jones, Assistant Principal from Cottage Grove Upper Grade Center were in attendance. I would like to extend a grand thank you to the many parents who gave of their time and participated in the Parent/Child Art Program. Thank you to Mrs. Novickas, District Wide Art teacher, and Mrs. Sears, Special Education Teacher's, at Medgar Evers Primary Academic Center for their vision and making the project a huge success. A reception was held for the student artists and parents at the end of the gallery showing.

Mrs. Novickas and Mrs. Sears, along with the students will develop a power point presentation to be shown at Governors State University in May 2015. Governors State University partnered with Ford Heights School District in this project.

### **C. 2014 CLASSROOM SPELLING BEES**

**On Friday, December 5, 2014** the school wide spelling bees will be held. Medgar Evers Primary Academic Center will start their Spelling Bee at 9:30 a.m. in the cafeteria and Cottage Grove Upper Grade Center will start their Spelling Bee at 1:30 p.m. in the Dr. Willie L. Davis Auditorium.

### **D. 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**

Mrs. Tamara Young reminded members that they were in advanced receipt of her report, inquired if there were any questions, 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 screening and evaluating students for specialized educational services. Counseling services and home visits are implemented to assist parents in completing the procedures necessary to gain access to services for their children. RTI facilitation continues, with meetings and professional development time being directed to make decisions, using BRI and MAP scores to help determine the appropriate tier placement for our students.

**B. EARLY INTERVENTION SERVICES**

A transition plan was conducted by the PPS team and other clinicians for a student who turned three years old on November 22, 2014. Through Child Find, as the Local Education Agency (LEA), it is our responsibility to provide services to students who live within our city boundaries who need supportive, educational preventive services. This student was diagnosed with Infantile Cerebral Palsy. At his transition meeting it was indicated that the student will continue to receive physical therapy and occupational therapy that will be monitored through the PPS department.

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### C. HEALTH SERVICES

Annual vision and hearing screening was conducted during the week of October 20, 2014 at Medgar Evers and November 6<sup>th</sup> and 7, 2014 at Cottage Grove Upper Grade Center. Students who failed the screening will be given a second screening at a later date. Student health data was submitted to the Illinois State Board of Education on November 14, 2014. Monthly Automated External Defibrillator (AED) check was conducted in November 2014 at the District Office, Cottage Grove Upper Grade Center, Medgar Evers Primary Academic Center (Pac), and Tiyde A. Phillips.

### D. Counseling Program

During the month of November Mr. Aldridge implemented the counseling curriculum to align with the PBIS monthly theme. "The theme for this month is "Fairness".

The National Junior Honor Society held a holiday food drive at both Medgar Evers and Cottage Grove where the students brought in four boxes full of can goods and non perishable items to give to Respond Now in Chicago Heights, Il. a community shelter. Career Fair meetings continue to take place at each building.

### E. Monthly Reports-Departmental reports were submitted by the following (See references #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, then inquired if there were any questions. There were none. Mrs. Jackson then asked for approval of her report as submitted:

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Motioned/Hayslett; Seconded/Sherman- to approve Part E- Business Affairs Report

Roll Call: Ayes: Hayslett, LaWrence, Mitchell, Sherman, Viverette  
Nays: None  
Absent: Coleman, Cook  
Abstain: None  
5 ayes, 0 nays, 2 absent, 0 abstain, 0 present – motion carried.

**I. FOR YOUR AUTHORIZATION**

**A. ACCOUNTS PAYABLE**

Authorization is requested to pay Accounts Payable bills for December 9, 2014 in the amount of **\$579,120.19.**

**B. PAYROLL SUMMARY**

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

November 14, 2014	\$231,288.77
November 25, 2014	\$233,353.81
November 26, 2014	<u>\$ 3,853.39</u>
<b>Total</b>	<b>\$467,495.97</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: December 9, 2014 - January 6, 2015  
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

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Purpose: Religious Purposes  
Cost: **\$75.00-Sunday/\$25.00-Friday**

B. Date: December 9, 2014 - January 6, 2015  
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-Thursday**

C. Date: Saturday, March 7, 2015  
Time: 1:00 p.m. - 4:00 p.m.  
Place: Tidye A. Phillips  
Contact: Wendell Franklin  
Purpose: Baby Shower  
Cost: **\$175.00-Gym/\$100.00 Custodian  
(Reference #1)**

D. Date: Saturday, January 31, 2015  
Time: 12:00 p.m. - 5:00 p.m.  
Place: Tidye A. Phillips  
Contact: Malika James  
Purpose: Baby Shower  
Cost: **\$175.00-Gym/\$100.00 Custodian  
(Reference #2)**

**D. PETTY CASH**

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

Federal & State	\$140.00
District Office	\$ 18.80
Building & Grounds	\$ 75.98

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Cottage Grove	\$200.00
Medgar Evers	<u>\$ 143.96</u>
<b>Total</b>	<b>\$578.74</b>

**E. IMPREST FUND**

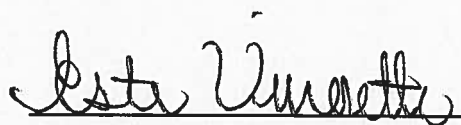
Authorization is requested to replenish Imprest Fund in the amount of **\$14,785.04.**

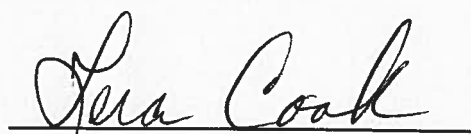
At this juncture, a PowerPoint Presentation was given by ***Mrs. Patricia Novickas*** and ***Mrs. Sandra Sears*** regarding the Parent Child Art Studio Program. Both ladies expounded on the Program itself, its objectives, and the various activities/field experiences taken. These ladies also spoke to the partnership between Ford Heights School District 169 and Governors State University in implementing such Program. Mrs. Novickas and Mrs. Sears had several students and parents who participated in the program in attendance, and had a display of artworks by students and parents for viewing purposes.

Superintendent Jackson thanked Board of Education members for their had work in getting the word out regarding the resolution on ballot. Superintendent Jackson informed members by what percentage the resolution was passed by voters of Ford Heights, and once again thanked them for a job well done!

**ADJOURNMENT - 5:19 p.m.**

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

  
\_\_\_\_\_  
Ester Viverette, Board President

  
\_\_\_\_\_  
Lera Cook, Board Secretary