

FORD HEIGHTS SCHOOL DISTRICT 169
MINUTES OF BOARD MEETING HELD
TUESDAY, DECEMBER 10, 2013

The meeting was called to order by presiding officer Mrs. Ester Viverette – **5:10 p.m.**

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

Upon roll call the following members were present:

Present: Cook, Hayslett, Lawrence, Mitchell, Viverette
Absent: Coleman, Sherman
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. Stephanie Stephen, Principal, Cottage Grove U.G.C.
Sharon Rivers, Assistant Principal, Cottage Grove U.G.C.

Legal Counsel: Attorney Joel DeTella

QUESTIONS FROM PUBLIC (3 Minutes)

(Questions were allowed at end of Board of Education meeting)

Mr. Shanel Sherman, stood once again to express his dissatisfaction in the outcome of his request for space in the Tidye A. Phillips Building. Upon completion of his statements, he was addressed by members of the Board of Education, and the Superintendent of Schools. The dialogue concluded with Mr. Sherman, understanding that space was not available, and would not be available to him at this particular time.

Board member Sherman, made a statement to those in attendance with “requests” and those in attendance without requests, as to the unfairness in some of their statements, and/or actions, if their requests were denied. He deemed them unnecessary, and reminded them of how quickly they seemed to forget all the times when their requests were allowed.

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Mr. Carlton Green, of Chicago Heights Spurs Basket Ball Team, expressed that at the last Board of Education meeting, he presented a proposal, and would like to know the status of proposal request.

Mr. Green was addressed by the Superintendent, who expressed that the District has been very supportive of his endeavors in the past. He expressed however, that the monetary amount requested, the District would not be able to do at this time, but, the space needed/requested would still be available to him.

AGENDA

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

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

MINUTES

Motioned/Cook; Seconded/Mitchell- to approve the minutes of **November 5, 2013 and November 26,2013 (Regular and Closed)**

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

CORRESPONDENCE

Mrs. Lera Cook spoke on behalf of the Prince family: She delivered a heartfelt thank you to the Board of Education and Superintendent Jackson for the kindness shown to her family during their time of bereavement.

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Board President Viverette, had Board Attorney to address items for Closed Session Agenda. She then called for a motion to enter into **Closed Session**.

Motioned/Cook; Seconded/Mitchell- to enter into **Closed Session - 5:12 p.m.**

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

Motion to end **Closed Session** and **Reconvene Regular Session - 5:59 p.m.**

Motioned/Cook; Seconded/Hayslett - to end Closed Session and Reconvene Regular Session

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

At this juncture, Board President called for a motion to approve findings of Closed Session, to enter Student into Rise Program.

Motioned/Hayslett; Seconded/Mitchell - to accept findings of Closed Session and enter Student into Rise Program.

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

Board member Sherman entered at 6:10 p.m.

Board member Hayslett departed at 6:15 p.m.

PART A - REPORT OF THE SUPERINTENDENT

Superintendent Jackson reminded members of the Board that they were in advanced receipt of his report and recommended consideration of it, along with consideration of Addendum Report.

He then addressed those members who were not in attendance previously when a presentation of "New Uniforms" to be considered was given. Superintendent reminded members that Principals Stephen and Barnes, were the originators of the request for New Uniforms. He then called members attention to the approval of new uniforms contained within his report.

Board of Education member Lawrence, posed a question as to the type of shoes being recommended to accompany uniforms.

Superintendent asked Mrs. Stephen and Mrs. Barnes to address this question. Several statements were made regarding shoes. Discussions were held regarding consequences of Non-Compliance. This went on for several minutes.

The round robin ended by Board member Lawrence expressing what he would like to see for shoes. Building Principals were encouraged to address this issue early on with parents, in an effort to have complete compliance for the 2014-2015 school year.

Superintendent addressed other items within his report, then asked for acceptance inclusive of Addendum Report as follows:

Motioned/Sherman; Seconded/Cook - to approve the report of the Superintendent, inclusive of Addendum

I. CLOSED SESSION

- A. MATTERS OF STUDENT PERSONNEL AND POSSIBLE STUDENT HEARING AND OR EXPULSION (POSSIBLE ACTION)**
- B. PENDING, PROBABLE, OR IMMINENT LITIGATIONS INVOLVING THE DISTRICT**

II. FOR YOUR AUTHORIZATION

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

1. SATURDAY SCHOOL TEACHERS

Authorization is being sought to hire the following staff for Saturday School. Saturday School begins **Saturday, January 18, 2014**, and ends **Saturday, March 22, 2014**.

MEDGAR EVERS PAC:

Amanda Aketins	4 th Grade
Verletta Falconer	4 th Grade
Barbara Hart	3 rd Grade
Sandra Sears	3 rd Grade
Monique Johnson	Coordinator
Angela Edwards	Clerk

COTTAGE GROVE UGC:

Cynthia Purdy	Math - 5 th
Diane Sergeant	L.A. - 5 th
Robert Potter	Math - 6 th
Leta Chesser	L.A. - 6 th
Nancy Herschberger	Math - 7 th
Troy Juniel	L.A. - 7 th
Diane Richardson	Math - 8 th
Cheryl Franklin	L.A. - 8 th
Sharon Rivers	Asst. Prin./Coordinator
Vivian Carter	Clerk

B. AWARDING OF ERATE CONTRACTS - (1 YEAR) 2014-2015
(*See reference #1*)

Authorization is being sought to award ERATE contracts to the qualified/chosen vendor for the 2014-2015 school year, as listed below:

BID 2014-08 Eligible Internet Equipment, Virtual Server Components

RECOMMEND: ARLINGTON COMPUTER PRODUCTS (ACP)
(\$75,590)

C. APPROVAL OF THE 2014-2015 OFFICIAL SCHOOL CALENDAR (See reference #2)

Approval is sought to adopt the School Calendar for the 2014-2015 school year. This school year will begin on Wednesday, August 13, 2014 and will end on Friday, June 5, 2015. The calendar represents 185 days, inclusive of **five (5) emergency days**. If no emergency days are used, school will end on Friday, May 29, 2015.

You will see by the attached copy of the Official School Calendar, that the following will be taking place on dates noted below. They are:

TEACHER INSTITUTE DAYS

Wednesday	August 13, 2014
Thursday	August 14, 2014
Friday	August 15, 2014
Friday	May 22, 2015

PARENT TEACHER CONFERENCE

Monday	November 14, 2014
Thursday	April 2, 1015

EMERGENCY DAYS

Monday	June 1, 2015
Tuesday	June 2, 2015
Wednesday	June 3, 2015
Thursday	June 4, 2015
Friday	June 5, 2015

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

II. FOR YOUR INFORMATION

A UNIFORMS 2014-2015 (See reference#3)

As discussed at the October Board meeting, the Board of Education did approve to implement a New Uniform look and requirement for the **2014-2015 school year**. Because some Board members were not present at that meeting, I have included pictures with this communication for your information and viewing purpose.

Mrs. Marilyn Barnes and Mrs. Stephanie Stephen, will be working together to ensure that parents/guardians are aware of the New Uniform requirement, so that they can make the necessary preparation for the **2014-2015 school year**, and thus, all students return in full uniform.

B. SEXUALHARRASSMENT PROFESSIONALDEVELOPMENT (See reference #5*)

Our School District's Annual required Sexual Harassment Professional Development workshop was held on Tuesday, November 26, 2013 at Cottage Grove Upper Grade Center in the Dr. Willie L. Davis Auditorium. References pertaining to the Professional Development are available through my office should you wish to review documents.

C. VOLLEYBALL TEAM PROBATION (See reference #4)

Cottage Grove has been placed on probation for the **2013-2014** school year due to the previous Athletic Director's, failure to enter the 2012-2013 girls volleyball roster/schedule in the allotted time frame given by IESA.

D. MONTHLY ENROLLMENT (AS OF NOVEMBER 26, 2013)

MEDGAR EVERS SCHOOL

PRE-K	40	KDG	38
GRADE 1	49	GRADE 2	40
GRADE 3	43	GRADE 4	41
		TOTAL	251

COTTAGE GROVE UPPER GRADE CENTER

Grade 5	42	Grade 6	39
Grade 7	46	Grade 8	42
		TOTAL	169

TOTAL DISTRICT	OUT OF DISTRICT	GRAND TOTAL
420	24	444

REPORT OF CONTACTS (ATTENDANCE OFFICERS)

MEDGAR EVERS:

HOME VISITS	TELEPHONE CONTACTS	PARENT CONFERENCES
18	240	31

COTTAGE GROVE:

HOME VISITS	TELEPHONE CONTACTS	PARENT CONFERENCES
4	174	4

E. DISTRICT'S ANNUAL FINANCIAL REPORT (YEAR ENDED JUNE 30,2013) MILLER COOPER & COMPANY, LLC (SEE BOUND COPY)

Miller Cooper & Company, Ltd., District's External Auditor has completed the District's Annual Financial Report for Year Ended, June 30, 2013. Enclosed herewith for your information and review 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)

ADDENDUM REPORT

I. FOR YOUR AUTHORIZATION

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

MOTION TO APPROVE PARTICIPATION AS A VOLUNTEER - 2013-2014

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Authorization is sought to allow **Ms. Yasnique Surles** to assist as a volunteer Cheerleading Coach, Cottage Grove Upper Grade Center, effective, Wednesday, December 11, 2013.

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

PART B - CURRICULUM AND STAFF DEVELOPMENT

Assistant Superintendent McEwen, after expounding on the Title I Parental Conference, explained the new twist to this year's Conference, which was a competition to get parents out. Mrs. McEwen went into details regarding this matter, then stated that the board was in advanced receipt of her report and asked for acceptance as written.

I. FOR YOUR INFORMATION

A. NO CHILD LEFT BEHIND TITLE I PARENTAL CONFERENCE

The above Conference was held on Wednesday, November 20, 2013 at Cottage Grove Upper Grade Center. The conference was very well attended by parents and students alike.

This year's Breakout Sessions was done in-house by Ford Heights School District personnel. There were several sessions covering topics from, "**SO THAT'S SCIENCE**", to "**FREE IS FUN.**"

Parents in attendance were required to attend two Breakout Sessions, and turn in evaluation forms of the sessions they attended. By doing this, it allowed parents to be eligible for the raffles had at the end of the conference. Give-away's consisted of various items, such as Gift Cards, Educational Games, Gift Baskets, and Gift Certificates.

This year, a twist was added by handing out a **plaque** to the **school** with the most parents in attendance. Ribbons were also given out for most parents in attendance by **grade level**. "Sign-In-Sheets" were used to determine winners.

This year's recipient of the **Plaque**, was **Cottage Grove Upper Grade Center School**. However, Ribbons for most parents in attendance by Grade Level, were won by the 2nd Grade of Medgar Evers Primary Academic Center, and by the 7th Grade of Cottage Grove Upper Grade Center.

Board members Cook, Coleman, Mitchell and Sherman supported this event by their attendance, as well as, the Administrative Staff.

B. MONTHLY BUILDING REPORTS (See references#1-4)

Building reports were submitted by the following personnel:

Marilyn Barnes,

Principal Medgar Evers PAC

Stephanie Stephen,

Principal Cottage Grove UGC

Nicole Conway-Fason,

Home School Coordinator Parent Center

Celestine Burrel,

Attendance Officer Medgar Evers PAC

C. UPCOMING DATES

DECEMBER 4, 2013

Early Dismissal - Students dismissed at 12:00 p.m.

DECEMBER 13, 2013

District-wide Winter Concert - Cottage Grove 5:00 p.m.

DECEMBER 17, 2013

Early Dismissal - Students dismissed at 12:00 p.m.

DECEMBER 20, 2013

Winter Break Begins - Students dismissed at 12:00 p.m.

JANUARY 3, 2014

Winter Break Ends

JANUARY 6, 2014

School Resumes

PART C - PUPIL PERSONNEL SERVICES & SPECIAL EDUCATION

Mrs. Tamara Young informed members that they were in advanced receipt of her report, then talked about the National Junior Honor Society and their successful food drive. Mrs. Young gave specific details regarding such, then listed the Classrooms/Teachers who won by bringing the most items.

She then inquired if there were any questions, then asked for acceptance of report as written:

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. The school social worker and school psychologist continue to work in the Primary Academic Center with the Character Education Program. As a result from the referrals received at Problem Solving Meetings, the psychologist have been screening and evaluating students for specialized educational services. Observations and consultation with other personnel has taken place to assist in planning appropriate interventions for students. 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. CASE MANAGER/SOCIAL WORK SERVICES

A crisis plan was conducted by the PPS team and other administrators for a student who has been exhibiting inappropriate behaviors. The

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Case Manager attended to the needs of a family who were in survive mode.

Ms. Griffin gives intensive direct services to three students who have been exhibiting disruptive behaviors. As a result of the program services she created for them, two of the students have shown improvements in their behaviors.

C. HEALTH SERVICES

Annual vision and hearing screening was conducted during the week of October 21, 2013 at Medgar Evers and November 6th and 7th 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, 2013. Monthly Automated External Defibrillator (AED) check was conducted in November 2013 at the District Office, Cottage Grove Upper Grade Center, Medgar Evers Primary Academic Center (Pac), and Tiyde A. Phillips.

D. Counseling Program

Ms. Wright attended the monthly Positive Behavior Intervention Supports (PBIS) External Coach's meeting at SPEED on November 14, 2013. Information was given about the restructuring of Phases of Implementation (PoI) under the PBIS program. The National Junior Honor Society held a holiday food drive at both Medgar Evers and Cottage Grove where the students brought in over 2000 can goods and non perishable items to give to a community shelter. Career Fair meetings continue to take place at each building.

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E. Staff Development

On November 18, 2013, Ms. Griffin attended a conference at SPEED in regards to writing IEP goals according to the Common Core Standards.

F. Monthly Reports-Departmental reports were submitted by the following (*See references 1-4*)

Millicent Griffin-Social Worker/Case Manager

Fanesta Hitchcock-Psychologist

Latasha Wright-Counselor

Geraldine Parham-Health Coordinator

PART D - BUSINESS AFFAIRS

Mrs. Coretta Jackson, Coordinator of Business Affairs, reminded members of the Board that they were in advanced receipt of her report. Superintendent Jackson asked a few questions regarding the Annual Auditors report of Mrs. Jackson, to enlighten members of the Board. Mrs. Jackson inquired if there were any further questions, then asked for favorable approval as follows:

Motioned/Sherman; Seconded/Mitchell- to approve Part D- Business Affairs Report

I. FOR YOUR AUTHORIZATION

A. ACCOUNTS PAYABLE

Authorization is requested to pay Accounts Payable bills for December 10, 2013 in the amount of **\$316,865.20.**

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B. PAYROLL SUMMARY

The following is the payroll summary for the month of November 2013 as detailed below:

November 1, 2013	\$238,840.95
November 15, 2013	\$229,715.71
November 26, 2013	<u>\$206,077.50</u>
Total	\$674,634.16

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: December 10, 2013 - January 7, 2014
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: December 10, 20123- January 7, 2014
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**

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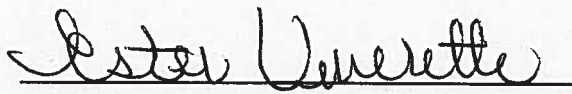
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C. Date: See attach for dates and times
 Time: See attach for dates and times
 Place: Tidye A. Phillips Gymnasium
 Contact: George Green
 Purpose: Ford Hts Park District Practice/Games

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

ADJOURNMENT - 6:45 p.m.

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



Ester Viverette, Board President



Lera Cook, Board Secretary