

**FORD HEIGHTS SCHOOL DISTRICT 169  
MINUTES OF BOARD MEETING HELD  
TUESDAY, DECEMBER 8, 2015**

The meeting was called to order by presiding officer Mrs. Lera Cook – **5:00 p.m.**

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

Upon roll call the following members were present:

Present: Cook, Hayslett, LaWrence, Sherman, Viverette  
Absent: Coleman, Mitchell

Also Present: Dr. Gregory T. Jackson, Superintendent  
Mrs. Coretta Jackson, Business Manager  
Mrs. Tamara Young, Director of Pupil Personnel Services  
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: **None**

**PUBLIC HEARING FOR THE AMENDED BUDGET FORD HEIGHTS SCHOOL DISTRICT BOARD OF EDUCATION 169 FISCAL YEAR BEGINNING JULY 1, 2015 - ENDING JUNE 30, 2016**

Public Hearing was called to order by **Board President Lera Cook - 5:05 p.m.** Board President Cook gave floor over to **Dr. Gregory T. Jackson, Superintendent** who called on **Mrs. Coretta Jackson, Business Manager** to expound further on the reason for the Amended Budget Hearing. **Mrs. Jackson** expressed that she had to re-adjust expenditures as it related to the Administrative Cost Cap which exceeded 5%. She further stated that adjustments were made to limit the Administrative Cost Cap to no more than five percent (5%) over the previous year (2014-2015).

Board President Cook inquired if there were any questions. There were none.

Board President seeing there were no further questions called for a motion to end Public Hearing.

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**CLOSE OF PUBLIC HEARING: @ 5:10 p.m.**

Motioned/Sherman; Seconded/Viverette - to close Public Hearing - 5:10 p.m.

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

**CONVENE REGULAR MEETING: @ 5:11 p.m.**

Board President Cook called for a motion to **Convene Regular Meeting**.

Motioned/Sherman; Seconded/Viverette - to convene regular meeting

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

**QUESTIONS FROM PUBLIC (2 Minutes)**

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

**MR. JIMMY VIVERETTE:** stood to address members of the Board, and the Superintendent. He began by stating that he was very much impressed with the work the Board and the Superintendent of Schools had done thus far, and that he believed that the Board was a very cohesive unit, and worked well together.

Mr. Viverette went on to address an issue recently brought to his attention

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regarding the water shut off notice received from the Village, and other issues surrounding the shut off notice. Mr. Viverette, took a few additional minutes and gave his opinion on these matters.

Mr. Viverette then expressed that he and some friends would be donating bicycles for the upcoming **2<sup>nd</sup> Annual Breakfast and Toy Giveaway** hosted by the Xavier Male Mentoring Organization and Ford Heights Community.

Mr. Viverette ending by encouraging the Board and the Superintendent of Schools to continuing doing the great job they were doing for the students and Village of Ford Heights.

**AGENDA**

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

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

**MINUTES**

Motioned/Sherman; Seconded/Viverette - to approve the minutes of **November 10, 2015 Regular and Closed.**

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

**CORRESPONDENCE**

**Thank you cards were received from the RIVERS/WEEMS FAMILY, and the CHESSER FAMILY.**

**PART A - REPORT OF THE SUPERINTENDENT**

Before addressing his report, Superintendent Jackson informed members that signatures from all would be needed at the end of Board meeting. He then proceeded to remind members of the Board that they were in advanced receipt of his report. Superintendent Jackson informed members that there was an **Addendum Report**, and proceeded to address item(s) of his report, and items of **Addendum Report**.

Superintendent Jackson ended by asking if there were any questions. There were none, therefore, Superintendent Jackson asked for favorable approval of his report as submitted, **inclusive of Addendum Report**.

Motioned/Viverette; Seconded/Sherman - to approve **Part A - Administration Report , inclusive of Addendum Report** as submitted:

Roll Call: Ayes: Cook, Hayslett, LaWrence, Sherman, Viverette  
Nays: None  
Absent: Coleman, Mitchell  
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. AFTER SCHOOL TUTORIALS**

Authorization is being sought to hire the additional staff for After School Tutorials which began **Monday, September 28, 2015** and ending **Tuesday, December 8, 2015**.

**MEDGAR EVERS PAC:  
SUSAN TUTOROW 3<sup>RD</sup> GRADE**

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**B. APPROVAL OF AMENDED BUDGET FORM 50-35 AND LEGAL NOTICE FOR FISCAL YEAR BEGINNING JULY 1, 2015 AND ENDING JUNE 30, 2016 (See reference #1-2)**

**C. APPROVAL OF RESOLUTIONS**

1. Chief Fiscal Officer's Estimate of Revenues Anticipated to be Received by Ford Heights School District 169, Cook County, Illinois for the Fiscal Year Beginning **July 1, 2015** and ending **June 30, 2016 (Reference #3)**
2. Certification of Resolution and Minutes of the Meeting of the Board held on the **ninth** day of **September 2015**, insofar as same relates to the adoption of a Resolution entitled: Resolution Adopting the **Amended** Budget of Ford Heights School District 169, Cook County, Illinois for Fiscal Year **2015-2016 (Reference #4)**
3. Resolution Adopting the **Amended** Budget of Ford Heights School District 169, Cook County, Illinois, for the **Fiscal Year 2015-2016 (Reference #5)**

**D. ACCEPT FORD HEIGHTS SCHOOL DISTRICT 169'S ANNUAL FINANCIAL REPORTS AS FOLLOWS : (See bound copy)**

- ✓ **ILLINOIS SCHOOL BOARD OF EDUCATION, ILLINOIS SCHOOL DISTRICT/JOINT AGREEMENT ANNUAL FINANCIAL REPORT FISCAL YEAR ENDING - JUNE 30, 2015**
- ✓ **BLOOM TOWNSHIP TRUSTEES OF SCHOOLS TREASURER'S ANNUAL INVESTMENT REPORT DATED OCTOBER 29, 2015**
- ✓ **MILLER COOPER AND CO. LTD. ACCOUNTANTS AND CONSULTANTS ANNUAL FINANCIAL REPORT AND MANAGEMENT LETTER FISCAL YEAR ENDING JUNE 30, 2015**

Accept Ford Heights School District 169's Annual Financial Reports as submitted and listed above, for Fiscal Year ending June 30, 2015.

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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, 2015**

**E. FIRST READ OF PROPOSED REVISED AND NEW POLICIES (See reference #6)**

Consistent with Ford Heights School District 169's normal practice to conduct periodic reviews of its policies, the following policies are being submitted as a **FIRST READ**, as needing to be Revised and/or Created as listed below:

- ❖ **STUDENTS - EQUAL EDUCATIONAL OPPORTUNITIES 7.10 (REVISED)**
- ❖ **STUDENTS - HARASSMENT OF STUDENTS PROHIBITED 7.20 (REVISED)**
- ❖ **STUDENTS - STUDENT ASSIGNMENT AND INTRA-DISTRICT TRANSFER 7.30 (REVISED)**
- ❖ **STUDENTS - RESIDENCE 7.60 (REVISED)**
- ❖ **STUDENTS - ATTENDANCE AND TRUANCY 7.70 (REVISED)**
- ❖ **STUDENTS - HEALTH, EYE, AND DENTAL EXAMINATION; IMMUNIZATIONS; AND EXCLUSION OF STUDENTS 7.100 (REVISED)**
- ❖ **STUDENTS - SEARCH AND SEIZURE 7.140 (REVISED)**
- ❖ **STUDENTS - TEEN DATING VIOLENCE PROHIBITED 7.185 (NEW)**
- ❖ **STUDENTS - STUDENT DISCIPLINE 7.190 (REVISED)**
- ❖ **STUDENTS - ADMINISTERING MEDICINES TO STUDENTS 7.270 (REVISED)**

❖ STUDENTS - STUDENT ATHLETE CONCUSSIONS AND HEAD INJURIES 7.305 (NEW)

**F. APPROVE CONTRACT EXTENSION FOR DLM SCHOOL BUS LINES, INC.**  
*(See reference #7)*

Authorization is sought for a motion to approve contract extension for DLM Bus Lines Services for “**Regular Education, Special Education and Out of District Special Education** for an additional year, commencing **Fiscal Year (FY) 2017-2018** School Year, at the current rates and terms provided for these services during the 2015-2016 contract terms.

**II. FOR YOUR INFORMATION**

**A. MONTHLY ENROLLMENT (AS OF DECEMBER 3, 2015)**

MEDGAR EVERS SCHOOL

|                |           |                |            |
|----------------|-----------|----------------|------------|
| <b>PRE-K</b>   | <b>60</b> | <b>KDG</b>     | <b>42</b>  |
| <b>GRADE 1</b> | <b>44</b> | <b>GRADE 2</b> | <b>48</b>  |
| <b>GRADE 3</b> | <b>51</b> | <b>GRADE 4</b> | <b>44</b>  |
|                |           | <b>TOTAL</b>   | <b>289</b> |

COTTAGE GROVE UPPER GRADE CENTER

|                |           |                |            |
|----------------|-----------|----------------|------------|
| <b>Grade 5</b> | <b>47</b> | <b>Grade 6</b> | <b>42</b>  |
| <b>Grade 7</b> | <b>47</b> | <b>Grade 8</b> | <b>32</b>  |
|                |           | <b>TOTAL</b>   | <b>168</b> |

|                       |                        |                    |
|-----------------------|------------------------|--------------------|
| <b>TOTAL DISTRICT</b> | <b>OUT OF DISTRICT</b> | <b>GRAND TOTAL</b> |
| <b>457</b>            | <b>17</b>              | <b>474</b>         |

**REPORT OF CONTACTS (ATTENDANCE OFFICERS)**

**MEDGAR EVERS:**

|                    |                           |                           |
|--------------------|---------------------------|---------------------------|
| <b>HOME VISITS</b> | <b>TELEPHONE CONTACTS</b> | <b>PARENT CONFERENCES</b> |
| <b>4</b>           | <b>276</b>                | <b>2</b>                  |

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**COTTAGE GROVE:**

| <b>HOME VISITS</b> | <b>TELEPHONE CONTACTS</b> | <b>PARENT CONFERENCES</b> |
|--------------------|---------------------------|---------------------------|
| <b>0</b>           | <b>181</b>                | <b>0</b>                  |

**B. VILLAGE OF FORD HEIGHTS WATER COLLECTION 24 HOUR SHUT OFF NOTICE  
(See reference #8)**

Members of the Board included for your viewing purposes is a memorandum from Mrs. Coretta Jackson, Coordinator of Business Affairs, addressing the above.

**C. PERFECT ATTENDANCE 2014-2015 SCHOOL YEAR**

The following personel have achieved perfect attendance for 2015-2016 school year, and to this end the Administration is recommending that these individuals receive the monetary award of \$100 given to employees who achieved this distinction. They are:

|                        |                       |
|------------------------|-----------------------|
| <i>Larry Cunigan,</i>  | <b>FOOD SERVICE</b>   |
| <i>Eric Lymore,</i>    | <b>COTTATGE GROVE</b> |
| <i>Cynthia Purdy,</i>  | <b>COTTAGE GROVE</b>  |
| <i>Sharon Rivers</i>   | <b>COTTAGE GROVE</b>  |
| <i>Diane Sergeant,</i> | <b>COTTAGE GROVE</b>  |

**D. INCLEMENT WEATHER BUSING**

Members of the Board, as is our usual practice during Winter's inclement weather, the District will again provide transportation to our students. I have asked Mrs. Jackson, our Coordinator of Business Affairs to execute the procedure and make arrangements with DLM School Bus Lines. As it currently stands, the busing for the Winter schedule will begin the first week our students return from break Monday, **January 4, 2016** and carry through Friday, **February 29, 2016.**

**ADDENDUM REPORT**

**I. FOR YOUR AUTHORIZATION**

**1. ADOPTION OF REVISED POLICES (See reference #6 in Board Packet )**



Consistent with Ford Heights School District 169's normal practice to conduct periodic reviews of its policies, the following polices have been Revised and submitted for Adoption as listed below:

- ❖ **STUDENTS - EQUAL EDUCATIONAL OPPORTUNITIES** 7.10 (REVISED)
- ❖ **STUDENTS - HARASSMENT OF STUDENTS PROHIBITED** 7.20 (REVISED)
- ❖ **STUDENTS - STUDENT ASSIGNMENT AND INTRA-DISTRICT TRANSFER** 7.30 (REVISED)
- ❖ **STUDENTS - RESIDENCE** 7.60 (REVISED)
- ❖ **STUDENTS - ATTENDANCE AND TRUANCY** 7.70 (REVISED)
- ❖ **STUDENTS - HEALTH, EYE, AND DENTAL EXAMINATION; IMMUNIZATIONS; AND EXCLUSION OF STUDENTS** 7.100 (REVISED)
- ❖ **STUDENTS - SEARCH AND SEIZURE** 7.140 (REVISED)
- ❖ **STUDENTS - STUDENT DISCIPLINE** 7.190 (REVISED)
- ❖ **STUDENTS - ADMINISTERING MEDICINES TO STUDENTS** 7.270 (REVISED)

**2. ADOPTION OF NEW POLICES (See reference #6 in Board Packet )**

Consistent with Ford Heights School District 169's normal practice to conduct periodic reviews of its policies, the following new polices are submitted for Adoption as listed below:

- ❖ **STUDENTS - TEEN DATING VIOLENCE PROHIBITED** 7.185 (NEW)
- ❖ **STUDENTS - STUDENT ATHLETE CONCUSSIONS AND HEAD INJURIES** 7.305 (NEW)

**3. CORRECTED SIGNATURE PAGE OF CLOSED SESSION MINUTES**

Due to an typographical error, a corrected copy of signature page of Closed Sessions minutes are distributed for your records.

**PART B - CURRICULUM AND STAFF DEVELOPMENT**

Mrs. Marilyn Barnes reminded members that they were in advanced receipt of her report, then reminded members of the upcoming District-wide Winter Conference to be held on **Friday, December 11, 2015 at 5:00 p.m.** in the Dr. Willie L. Davis Auditorium. Mrs. Barnes then asked for acceptance of report as submitted:

**I. FOR YOUR INFORMATION**

**A. AFTER SCHOOL TUTORIALS**

After School Tutorial Coordinators, *Ms. Chantel Jones* and *Mr. John Wade* have done a tremendous job ensuring the enrollment was consistent throughout the program. At Medgar Evers Primary Academic Center, in grades Kindergarten through Fourth, the student attendance averaged **135**. At cottage Grove Upper Grade Center in grades Five through Eight, the student attendance averaged **119**. On Tuesday, December 8, 2015 both school have culminating activities planned for the students and staff for their hard work.

**Medgar Evers:**

On Tuesday, December 8, 2015 students and staff will be treated to nachos and juice. After their treats and snacks, everyone will enjoy a movie in the cafeteria.

**Cottage Grove:**

On Tuesday, December 8, 2015 students and staff will be treated to fun and food. Our very own *Mr. Troy Juniel*, will provide the music for all the enjoy. In the cafeteria, refreshments will consist of pizza, cupcakes, and juice.

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

Beginning on Monday, December 7, 2015 through Thursday, December 17, 2015 all Kindergarten through Eight 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 academic learning groups.

**C. OTHER ASSESSMENTS**

In addition to students being administered the NWEA MAP other testing will take place during the month of December for grades Pre-Kindergarten through Eighth. The purpose of these assessments is to inform instruction, but to also measure student growth from August up until December. The assessments are as follows:

**Gold Assessment** - A test administered to Pre-Kindergarten students that use a variety of online tools to gather and organize meaningful data quickly, including online portfolios where children's work can be stored. Each student has a developmental profile to answer the questions, "What does this child know? What is he or she able to do?" It is determined if a child is making progress and compare the child's knowledge, skills, and behaviors to those of most children of his or her age or class/group.

**Brigance Early Childhood Screens** - Administered to Pre-Kindergarten students to screen and provide quick, easy, and accurate screening of skills that are critical predictors of school success, including physical development, language, academic/cognitive, self-help, and social-emotional skills — all in just 10-15 minutes per child.

**Basic Reading Inventory (BRI)** - Administered to Third through Eighth grade students. The BRI is an individually administered Informal Reading Inventory (IRI), used to help gather information for instructional decision making in reading. The assessment allows teachers to gain insights into student's reading behaviors and reading ability (word identification, fluency, and comprehension). The BRI gives teachers the ability to determine three readings levels

for each student: independent level, instructional level, and frustration level.

ECRA Writing Assessment- Administered to Kindergarten through Eighth grade students. This assessment measures student writing proficiency. Students are assessed on one of the three writing genres: narrative, informational, and persuasive/augmentative.

**D. MONTHLY BUILDING REPORTS**

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.**

**E. UPCOMING DATES**

**DECEMBER 4, 2015**

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

**DECEMBER 7-17, 2015**

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

**DECEMBER 7-18, 2015**

**Jerry Johns Basic Reading Inventory (BRI) (3<sup>rd</sup> - 8<sup>th</sup>)**

**DECEMBER 7-18, 2015**

**Gold Assessment (Pre-Kindergarten)**

**Brigance Early Childhood Screener (Pre-Kindergarten)**

**DECEMBER 7-18, 2015**

**ECRA Writing Assessment (Kindergarten - 8<sup>th</sup>)**

**DECEMBER 8, 2015**

**District-Wide After School Tutorials End**

**DECEMBER 21, 2015 - JANUARY 1, 2015**  
**Winter Break**

**PART C - FEDERAL STATE PROGRAMS**

Mrs. Stephanie Stephen reminded members that they were in advanced receipt of her report, then asked for acceptance as submitted:

**I. FOR YOUR INFORMATION**

**A. MONTHLY PARENT MEETING**

The Parent Center held the November Parent Meeting Friday, November 20, 2015 at Medgar Evers Primary Academic Center from 11:00 am. until 1:00 p.m. in room #203. The theme for the month of November's parent meeting was "*Are You a Helicopter Parent? Parenting Styles*".

Each month our parents receive research-based programs designed to help equip our parents with real tools and strategies to raise emotionally and healthy children.

The meeting was well attended and parents received refreshments and door prizes were given out. Our next meeting will be held Friday, December 11, 2015 at Medgar Evers Primary Academic Center.

**B. 2015 SCHOOLWIDE SPELLING BEES**

Friday, December 4, 2015 School wide Spelling Bees will be held at Medgar Evers Primary Academic Center at 9:30 a.m. and Cottage Grove Upper Grade Upper Grade Center at 1:30 p.m. Students that

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won first, second and third place in the Classroom Spelling Bees will compete to go onto the District Wide Spelling Bee held in January.

The judges, pronouncers and rounds keepers for the School-wide Spelling Bee are as follows:

**AT MEDGAR EVERS PAC THE SPELLING BEE COMMITTEE IS AS FOLLOWS:**

**LEAD JUDGE-Mr. Wade**

**JUDGES- Ms. Summers and Ms. Williams**

**PRONOUNCER- Ms. Johnson**

**ROUND KEEPER- Mrs. Sears**

**AT COTTAGE GROVE UGC THE SPELLING BEE COMMITTEE IS AS FOLLOWS:**

**LEAD JUDGE -Mrs. O'Connor**

**JUDGES - *Mrs. Washington, and Ms. Richardson***

**PRONOUNCER-*Ms. O'Connor***

**ROUND KEEPER - *Mr. Kinnaman***

**PART D - PUPIL PERSONNEL SERVICES AND SPECIAL EDUCATION**

Mrs. Tamara Young reminded members that they were in advanced receipt of her report, then asked for acceptance as submitted, but took the time to congratulate Mrs. Coretta Jackson, Business Manager on the graduation of her son T.J.

**I. FOR YOUR AUTHORIZATION**

**A. FOR YOUR INFORMATION**

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The Pupil Personnel Services Team conducted a Problem Solving Team (PST) meeting at Medgar Evers Primary Academic Center. The Speech Pathologist was invited to the meeting to relive any concerns the primary teachers had regarding the speech and language of their students. The director reviewed the actions that have been taken since the last PST meeting and went over the interventions with the teachers. Counseling services and home visits are implemented to assist parents in completing the procedures necessary to gain access to services for their children.

### **B. HEALTH SERVICES**

Annual vision and hearing screening was conducted during the week of October 19, 2015 through October 23, 2015 at Medgar Evers. Cottage Grove Upper Grade Center vision and hearing screen was conducted the week of November 2, 2015. 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 10, 2015.

The Cottage Grove health Center provided services on November 3, 2015 for several students who were in need of a physical and immunizations. Parents took advantage of this service to comply with the medical requirements for school.

Monthly Automated External Defibrillator (AED) check was conducted in November 2015 at the District Office, Cottage Grove Upper Grade Center, Medgar Evers Primary Academic Center (PAC), and Tidye A. Phillips.

### **C. 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."

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The National Junior Honor Society held their monthly meeting along with elections. The following students were elected as officers for the National Junior Honor Society: President-Jania Doyal, Vice President-Charisma Miller, Treasurer-Elaiziah Gibbs and Secretary-Cerelle Richmond.

Career Fair meetings continue to be held to prepare for the upcoming events. Potential presenters have been solicited.

Career Cruising online career assessment was implemented with a group of 8<sup>th</sup> grade students. This innovative tool uses an online survey to provide students with potential careers of their interest. Each student was provided over 40 careers that match their interest along with the educational requirements to attain their career goals.

- D. 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:

Motioned/Sherman; Seconded/Viverette - to approve Part E- Business Affairs Report as submitted:

Roll Call: Ayes: Cook, Hayslett, LaWrence, Sherman,Viverette

Nays: None

Absent: Coleman, Mitchell

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 8, 2015 in the amount of **\$375,799.58.**

**B. PAYROLL SUMMARY**

The following is the payroll summary for the month of November 2015 as detailed below:

|                   |                     |
|-------------------|---------------------|
| November 13, 2015 | \$246,530.26        |
| November 24, 2015 | <u>\$231,180.55</u> |
| <b>Sub Total</b>  | <b>\$477,710.81</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 8, 2015 - January 10, 2016  
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**

B. Date: February 6, 13, 20, 27, 2016  
March 5, 12, 2016  
Time: 11:30 a.m. - 1:30 p.m.  
Place: Medgar Evers Gym  
Contact: Larry Jones  
Purpose: Umpire Training  
Cost: **\$25.00 per hour-Custodian  
(Reference #1)**

**D. PETTY CASH**

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

|                    |                 |
|--------------------|-----------------|
| District Office    | \$ 53.94        |
| Building & Grounds | \$ 18.00        |
| Cottage Grove      | \$193.84        |
| PPS                | \$200.00        |
| Medgar Evers       | <u>\$200.00</u> |
| <b>Total</b>       | <b>\$665.78</b> |

**E. IMPREST FUND**

Authorization is requested to replenish Imprest Fund in the amount of \$4,756.79.

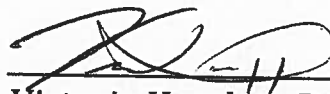
**ADJOURNMENT - 5:40 p.m.**

Motioned/Sherman; Seconded/Viverette - to adjourn meeting - **5:40 p.m.**

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



\_\_\_\_\_  
Lera Cook, Board President



\_\_\_\_\_  
Victoria Hayslett, Board Secretary