

**FORD HEIGHTS SCHOOL DISTRICT 169
MINUTES OF BOARD MEETING HELD
TUESDAY, DECEMBER 10, 2019**

The meeting was called to order by presiding officer President LaWrence – **5:00 p.m.**

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

Upon roll call the following members were present:

Present: Coleman, Cook, LaWrence, Mitchell, Sherman, Viverette
Absent: Hayslett
Also Present: Dr. Gregory T. Jackson, Superintendent
Mrs. Coretta Jackson, Assistant Superintendent of Business Administration & Operations
Mrs. Marilyn Barnes, Director of Curriculum & Instruction
Ms. Monique Johnson, Principal Medgar Evers PAC

Legal Counsel:

QUESTIONS/COMMENTS FROM PUBLIC (2 Minutes)

NONE

AGENDA

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

Roll Call: Ayes: Coleman, Cook, LaWrence, Mitchell, Sherman, Viverette
Nays: None
Absent: Hayslett
6 ayes, 0 nays, 1 absent, 0 abstain, 0 present – motion carried.

MINUTES

Board President called for a motion to approve the minutes.

Motioned/Sherman; Seconded/Mitchell - to approve the minutes of **November 5, 2019 Regular**

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Roll Call: Ayes: Coleman, Cook, LaWrence, Mitchell, Sherman,
Viverette
Nays: None
Absent: Hayslett
Abstain: None
6 ayes, 0 nays, 1 absent, 0 abstain, 0 present – motion carried.

CORRESPONDENCE

CORNERSTONE COMMUNITY DEVELOPMENT CORPORTION

PART A - REPORT OF THE SUPERINTENDENT

SUPERINTENDENT JACKSON reminded members of the Board that they were in advanced receipt of his report. **SUPERINTENDENT JACKSON** briefly spoke the Cornerstone Community Development Corpotion letter.

After letter was read by Board Secretary, Superintendent Jackson stated that the food donations were made possible by Principal Rivers and students of Cottage Grove Upper Grade Center.

Principal Rivers, expressed that it was a joint effort with students of Medgar Evers Primary Academic Center, as well. Principal Rivers stated that a food drive was initiated at both schools, which made the donation to Cornerstone Community Development Corporation possible.

BOARD MEMBER HAYSLETT ARRIVED – 5:03 P.M.

At this juncture, Board member Mitchell inquired if Item I-C of Superintendent's report could be voted on separately.

SUPERINTENDENT JACKSON expressed that it could be done.

Motioned/Sherman; Seconded/Viverette – to approve **PART A – REPORT OF THE SUPERINTENDENT'S REPORT, - Item 1C**

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

Motioned/Sherman; Seconded/Viverette – to approve **PART A – REPORT OF THE SUPERINTENDENT’S REPORT: - Remaining Items as submitted:**

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

Board President LaWrence interjected that in the future, he would like to discuss any Attendance and Transportation issues, before they are inserted into the Board Report.

Superintendent Jackson stated in the affirmative to this request.

I. FOR YOUR AUTHORIZATION

A. PERSONNEL *(Pending receipt of all personnel required documents and Illinois State Police and FBI criminal background clearance)*

1. SATURDAY SCHOOL STAFF

Authorization is being sought to hire the following staff for Saturday School. Saturday School begins **SATURDAY, JANUARY 18, 2020** and ends **SATURDAY, MARCH 21, 2020**.

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MEDGAR EVERS PAC :

**WINDELL PARKER
RACHAEL RANSOM
KISHA BECK
KRISTY KEMPER
CELESTINE BURREL — SECRETARY
MONIQUE JOHNSON — ADMINISTRATOR
LATRICIA WALKER — COORDINATOR**

COTTAGE GROVE UGC :

SHIRLEY HACKNEY	5TH GRADE	LANG. ARTS
TROY JUNIEL	5TH GRADE	MATH
JOSETTE EDDINGS	6TH GRADE	LANG. ARTS
JANET MORRIS	6TH GRADE	MATH
CARLA PRATHER	7TH GRADE	LANG. ARTS
DIANE RICHARDSON	7TH GRADE	MATH
JASON KINNAMAN	8TH GRADE	LANG. ARTS
ROBERT POTTER	8TH GRADE	MATH
TIM WILLIAMS	MEDIA CENTER TEACHER	
ROBIN NORRIS	SECRETARY	
CHANTEL JONES	COORDINATOR	
SHARON RIVERS	ADMINISTRATOR	

2. ACCEPT LETTER OF INTENT TO RETIRE

A Letter of Intent to Retire has been submitted by **Ms. CELESTINE BURREL**, Attendance Officer - Medgar Evers Primary Academic Center, **effective at the end of the 2019-2020 School Year.**

3. APPOINTMENT

Ms. Kira Barnes, as Food Service Worker — Medgar Evers Primary Academic Center, **effective Monday, December 2,**

2019 for the 2019-2020 School Year.

4. ESTABLISH EFFECTIVE 2020-2021 SCHOOL YEAR POSITION OF HOME SCHOOL COORDINATOR

B. APPLICATION FOR THE FY20 PROPERTY TAX RELIEF GRANT

I move that the Board authorize and direct the Superintendent to timely apply to the Illinois State Board of Education for the fiscal year **2020 PROPERTY TAX RELIEF GRANT** for the District.

C. APPROVE ONE YEAR CONTRACT EXTENSION FOR DLM SCHOOL BUS LINES, INC.

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 one additional year (commencing **2021-2022 School Year**) at the current year's rate..

II. FOR YOUR INFORMATION

A. MONTHLY ENROLLMENT (AS OF DECEMBER 5, 2019)

MEDGAR EVERS SCHOOL

PRE-K	60	KDG	51
GRADE 1	46	GRADE 2	43
GRADE 3	42	GRADE 4	44
		TOTAL	286

COTTAGE GROVE UPPER GRADE CENTER

GRADE 5	39	GRADE 6	34
GRADE 7	41	GRADE 8	38
		TOTAL	152

TOTAL DISTRICT	OUT OF DISTRICT	GRAND TOTAL
438	12	450

REPORT OF CONTACTS (ATTENDANCE OFFICERS)

MEDGAR EVERS:

HOME VISITS	TELEPHONE CONTACTS	PARENT CONFERENCES
7	248	2

COTTAGE GROVE:

HOME VISITS	TELEPHONE CONTACTS	PARENT CONFERENCES
1	169	0

B. 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. CORETTA JACKSON**, our Assistant Superintendent of Business Administration & Operations, 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 6, 2020** and carry through **Friday, February 28, 2020**.

However if weather dictates, then Inclement Weather Busing will be extended through **Friday, March 6, 2020**.

PART B - ASSISTANT SUPERINTENDENT OF BUSINESS ADMINISTRATION & OPERATIONS

MRS. CORETTA JACKSON expressed to members that they were in advanced receipt of her report. Mrs. Jackson informed member that she would be passing out an updated Bill List, and upon completion inquired if there were any questions. **THERE WERE NONE**. **MRS. JACKSON** then asked for favorable approval of report as submitted:

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Motioned/Sherman;Seconded/Viverette - to approve **PART B - ASSISTANT SUPERINTENDENT OF BUSINESS ADMINISTRATION & OPERATIONS** as submitted.

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

I. FOR YOUR AUTHORIZATION

A. ACCOUNTS PAYABLE

Authorization is requested to pay Accounts Payable bills for December 10, 2019 in the amount of **\$423,391.29**.

B. PAYROLL SUMMARY

The following is the payroll summary for the month of October 2019 as detailed below:

November 08, 2019	\$212,927.56
November 22, 2019	<u>\$192,175.75</u>
Grand Totals	\$405,103.31

C. BUILDING RENTAL

Authorization is requested for the use of the following facilities:

A. Date: December 10, 2019 – January 7, 2020
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

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Cost: **\$75.00-Sunday/\$25.00-Thursday**

B. Date: Saturday, December 14, 2019
Time: 12:00 p.m.-6:00 p.m.
Place: Phillips
Contact: Robert Barnes
Purpose: Basketball Tournament
Cost: **\$100.00 - Custodian
(Reference #1)**

C. Date: Saturday, December 21, 2019
Time: 3:00 p.m. – 6:00 p.m.
Place: Tidye A. Phillips
Contact: Leon Franklin
Purpose: Toy Drive/Giveaway
Cost: **\$175.00-Building Rental/\$100.00 -
Custodian
(Reference #2)**

D. Date: Saturday, December 28, 2019
Time: 1:00 p.m.-4:00 p.m.
Place: Tidye A. Phillips
Contact: Latoria Viverette
Purpose: Birthday Party
Cost: **\$100.00-Custodian
(Reference #3)**

E. Date: Wednesday, January 1, 2020
Time: 1:00 p.m.-4:00 p.m.
Place: Medgar Evers
Contact: Yulanda Dudley
Purpose: New Years Day Family Luncheon
Cost: **\$100.00-Custodian
(Reference #4)**

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D. PETTY CASH

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

Administrative Center	\$193.24
District Office	\$136.06
Federal & State	\$ 53.68
Building & Grounds	\$134.22
Cottage Grove	\$200.00
Medgar Evers	<u>\$ 51.73</u>
Total	\$715.25

E. IMPREST FUND

Authorization is requested to replenish Imprest Fund in the amount of \$500.00.

PART C – CURRICULUM AND INSTRUCTION

MRS. MARILYN BARNES reminded members that they were in advanced receipt of her report. She then inquired if there were any questions. **THERE WERE NONE.** **MRS. BARNES** then asked for acceptance of Curriculum & Instruction report as submitted:

I. FOR YOUR INFORMATION

A. AFTER SCHOOL TUTORIALS

After School Tutorials are coming to an end of **Tuesday, December 10, 2019**. As always, kudos to the Principals and Assistant Principals for their efforts to keep up the attendance during the program. Both After School Tutorials will culminate with a celebration for all of the staff and students hard work.

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

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Beginning on **Monday, December 9, 2019** through **Friday, December 20, 2019** 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 instructional 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 a student's reading behaviors and reading ability (word identification, fluency, and comprehension). The BRI gives teachers the ability to determine three reading levels for each student: independent level, instructional level, and frustration level.

D. MONTHLY PARENT MEETINGS

Each month our parents receive research-based programs designed to help equip them with strategies to assist with raising happy and healthy children. The theme of the workshop for December is: **"Stress Management for Parents."**

The December Parent Meeting will be held on **Friday, December 13, 2019 at 11:00 a.m.** Parents will be provided with refreshments, and at the end of the meeting, we will be facilitating a fun game with the parents. All winners will receive a prize.

E. 2019 SCHOOL-WIDE SPELLING BEES

On **Friday, December 6, 2019** the School-Wide Spelling Bees were held at Medgar Evers Primary Academic Center at 9:30 a.m. and Cottage Grove Upper Grade Center at 1:00 p.m. Students who placed in the School-Wide Spelling Bees will advance to the District-Wide Spelling Bee that will be held on **Thursday, January 9, 2020** at 9:00 a.m. in the Dr. Willie L. Davis Auditorium.

F. MONTHLY BUILDING REPORTS

Building reports were submitted by the following personnel:

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**Ms. Monique Johnson, PRINCIPAL MEDGAR EVERS P.A.C.
Dr. Sharon Rivers, COTTAGE GROVE U.G.C.
Ms. Celestine Burrel, DISTRICT-WIDE ATTENDANCE OFFICER**

BOARD PRESIDENT called on **PRINCIPAL JOHNSON**, and **PRINCIPAL RIVERS**, to give a status update on the activities/ happenings in their respective buildings.

PRINCIPAL RIVERS congratulated the girls basketball for being Regional Champions. She gave the schedule for the Holiday Basketball Games and wished Cottage Grove Upper Grade Center Boys Basketball team, good luck in this tournament.

PRINCIPAL JOHNSON spoke to the school spelling bees' that had taken place and gave names of winners and then gave details for the next round (when & where).

SUPERINTENDENT JACKSON informed members of the upcoming Annual Holiday Celebration for Ford Heights School District 169 employees, including date, time and location. Superintendent Jackson ended by inviting members to be a part of the celebration if time and schedules permitted.

BOARD MEMBER COLEMAN thanked all staff, board members, who participated in the Breakfast With Santa. He expressed his gratitude for the hard work put in by all who participated towards a successful event!

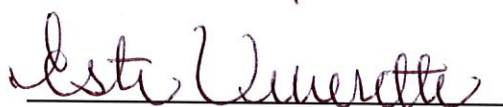
BOARD PRESIDENT called for a motion to adjourn.

ADJOURNMENT: 5:15 p.m.

Motioned/Hayslett; Seconded/Mitchell - to adjourn meeting



Mr. Sanuel J. LaWrence, III,
Board President



Mrs. Ester Viverette, Secretary