

**FORD HEIGHTS SCHOOL DISTRICT 169  
MINUTES OF BOARD MEETING HELD  
TUESDAY, FEBRUARY 6, 2018**

The meeting was called to order by presiding officer Mr. Mark Mitchell – **5:00 p.m.**

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

Upon roll call the following members were present:

Present: Cook, LaWrence, Mitchell, Sherman, Viverette  
Absent: Coleman, 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  
Dr. Sharon Rivers, Principal, Cottage Grove U.G.C.  
Ms. Chantel Jones, Assistant Principal Medgar/Cottage

Grove

Legal Counsel: **None**

**QUESTIONS/COMMENTS FROM PUBLIC (2 Minutes)**

Board President Mitchell greeted and thanked all in attendance, then inquired if there were any comments from the audience. **THERE WERE NONE.**

**AGENDA**

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

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.

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**MINUTES**

Motioned/Sherman; Seconded/Cook - to approve the minutes of **February 6, 2018**

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.**

**CORRESPONDENCE**

None

**PART A - REPORT OF THE SUPERINTENDENT**

**SUPERINTENDENT JACKSON** reminded members of the Board that they were in advanced receipt of his report. **SUPERINTENDENT JACKSON** did express that a Summary Report of the Legislative Activities in Springfield had been prepared by Mr. DeJuan Kea, and a copy passed out for their viewing purposes.

**DR. JACKSON**, then addressed items pertaining to the **ADDENDUM REPORT**, then proceeded to ask for favorable approval of his report as submitted, **inclusive of ADDENDUM REPORT**. **SUPERINTENDENT JACKSON** then inquired if there were any questions. **THERE WERE NONE.**

Board President then called for a motion to approve Report of the Superintendent.

Motioned/Sherman; Seconded/Cook – to approve **PART A – REPORT OF THE SUPERINTENDENT inclusive of ADDENDUM REPORT**, as submitted:

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

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Nays: None  
Absent: Coleman, Hayslett  
Abstain: None  
5 ayes, 0 nays, 2 absent, 0 abstain, 0 present – motion carried.

**I. CLOSED SESSION**

**A. MATTERS OF PERSONNEL - (POSSIBLE ACTION)**

**II. FOR YOUR AUTHORIZATION**

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

**1. PUPIL PERSONNEL SERVICES CONSULTANT**

Approve Consultant Services of *Mrs. Connie Diederich* for Pupil Personnel for the 2017-2018 School Year @ **\$75.00** per hour not to exceed **\$10,000**.

**B. RESOLUTION TO REQUEST APPLICATION OF LOSS AND COST FACTOR TO 2017 TAX LEVIES (*See reference #1*)**

Ford Heights School District 169 - Resolution to request Application of Loss and Cost Factor to 2017 Tax Levies.

**C. AWARDING OF ERATE CONTRACTS - (1 YEAR) 2018-2019 (*See reference #2*)**

Authorization is being sought to award ERATE contracts to the qualified/chosen vendors for the **2018-2019 (1 YEAR)** school year, as listed below:

**BID 2018-01** Internet Equipment, Network Switches, Cabling and Installation for a High Broadband Network

**RECOMMEND:** **E2 SERVICES, OSWEGOO, IL \$4,691.98**

**BID 2018-02** Uninterrupted Power Supplies Cabling and Installation for a High Speed Broadband Network

**RECOMMEND:** E2 SERVICES, OSWEGOO, IL **\$9,137.70**

**III. FOR YOUR INFORMATION**

**A. MONTHLY ENROLLMENT (AS OF JANUARY 31, 2017)**

**MEDGAR EVERS SCHOOL**

<b>PRE-K</b>	<b>40</b>	<b>KDG</b>	<b>47</b>
<b>GRADE 1</b>	<b>50</b>	<b>GRADE 2</b>	<b>42</b>
<b>GRADE 3</b>	<b>43</b>	<b>GRADE 4</b>	<b>47</b>
		<b>TOTAL</b>	<b>269</b>

**COTTAGE GROVE UPPER GRADE CENTER**

<b>GRADE 5</b>	<b>44</b>	<b>GRADE 6</b>	<b>39</b>
<b>GRADE 7</b>	<b>43</b>	<b>GRADE 8</b>	<b>44</b>
		<b>TOTAL</b>	<b>170</b>

<b>TOTAL DISTRICT</b>	<b>OUT OF DISTRICT</b>	<b>GRAND TOTAL</b>
<b>439</b>	<b>9</b>	<b>448</b>

**REPORT OF CONTACTS (ATTENDANCE OFFICER):**

**MEDGAR EVERS:**

<b>HOME VISITS</b>	<b>TELEPHONE CONTACTS</b>	<b>PARENT CONFERENCES</b>
<b>14</b>	<b>400</b>	<b>8</b>



**COTTAGE GROVE:**

<b>HOME VISITS</b>	<b>TELEPHONE CONTACTS</b>	<b>PARENT CONFERENCES</b>
<b>0</b>	<b>226</b>	<b>0</b>

**B. HEALTH/LIFE SAFETY VISIT (See reference #3)**

**SOUTH COOK INTERMEDIATE SERVICE CENTER - REGION 7**, sent a letter commending the District and staff for their assistance and cordial hospitality during their recent visit. They stated that they were pleased to see the District had corrected previous findings, and pleased about the ongoing project of self-closing doors. A copy has been included in this report for your viewing purposes.

**ADDENDUM REPORT**

**I. FOR YOUR AUTHORIZATION**

- A. RESOLUTON AUTHORIZING INTERVENTION IN PROPERTY TAX ASSESSMENT PROCEEDINGS - REFERENCE #1**
- B. RESOLUTION OF BEREVEMENT TO THE FAMILY OF MRS. MARY GREEN (RETIRED CUSTODIAN) - REFERENCE #2**

**PART B - ASSISTANT SUPERINTENDENT OF BUSINESS ADMINISTRATION & OPERATIONS**

**MRS. CORETTA JACKSON** informed members that they were in advanced receipt of her report. **MRS. JACKSON** then inquired if there were any questions. **THERE WERE NONE.**

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

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.

**I. FOR YOUR AUTHORIZATION**

**A. ACCOUNTS PAYABLE**

Authorization is requested to pay Accounts Payable bills for January 9, 2018 in the amount of **\$261,124.12.**

**B. PAYROLL SUMMARY**

The following is the payroll summary for the month of January 2018, as detailed below:

January 05, 2018	\$178,070.26
January 19, 2018	<u>\$172,999.94</u>
<b>Grand Total</b>	<b>\$351,070.20</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: February 6, 2018 – March 6, 2018  
Time: 9:30 a.m.-11:00 a.m./7:00 p.m.-8:00 p.m.  
Place: Tidye A. Phillips

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Contact: Pastor Shawn Aldridge  
Beyond The Veil Kingdom Ministries  
Purpose: Religious Purposes  
Cost: **\$75.00-Sunday/\$25.00-Thursday**

B. Date: Sunday, January 21, 2018  
Time: 11:00 a.m. – 1:00 p.m.  
Place: Tidye A. Phillips  
Contact: Gil Thompson  
Purpose: Coach Meeting  
Cost: **\$50.00 – Custodian  
(Reference #1)**

C. Date: Saturday, March 10, 2018  
Time: 3:00 p.m. to 7:00 p.m.  
Place: Tidye A. Phillips  
Contact: Michelle Johnson  
Purpose: Baby Shower  
Cost: **\$125.00 – Custodian  
\$175.00 – Building Rental Fee  
(Reference #1)**

**D. PETTY CASH**

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

Superintendent Office	\$130.00
Building & Grounds	\$143.66
Cottage Grove	\$141.73
Medgar Evers	<u>\$189.66</u>
<b>Total</b>	<b>\$605.05</b>

**E. IMPREST FUND**

Authorization is requested to replenish Imprest Fund in the amount of **\$1,730.86**

**PART C - CURRICULUM AND INSTRUCTION**

**MRS. MARILYN BARNES** reminded members of the Board that they were in advanced receipt of her report. **MRS. BARNES** gave an update on the outcome of the Regional Spelling Bee as it related to a student from Cottage Grove being a participant. **MRS. BARNES** then asked for acceptance of her report as submitted:

**I. FOR YOUR INFORMATION**

**A. NORTHWEST EVALUATION ASSOCIATION (NWEA)**

Teachers have received their Northwest Evaluation Association (NWEA) results from the Winter Assessment that was administered to students in December. Upon returning from Winter Break, teachers began to drill down on skills that students needed more support in by grouping students and adjusting lesson plans.

Students will be administered the NWEA a final time, beginning on April 10, 2018 through April 20, 2018. We are looking forward to celebrating all of the student growth as a result of the extra efforts (After School, Saturday School, small group instruction, and differentiation of instruction) and supports that students have received during the school year.

**B. EARLY CHILDHOOD PRE-KINDERGARTEN PROGRAM**

On January 10 - 11, 2018 the District's Pre-School for All Program was audited by the State. The State has a Compliance Checklist that



is used for the classroom environment and appropriateness, as well as, students' files are reviewed and policies and procedures are monitored.

Prior to the visit, teachers and administration met and reviewed the Compliance Checklist during bi-weekly meetings to ensure we were up to par and ready for the visit. There was a considerable amount of time spent in the classrooms during the school day and after work hours to prepare for the visit. A special thank you to both building administrators (Ms. Johnson and Ms. Jones), the classroom teachers (Ms. Allen and Ms. Butler), the Paraprofessionals (Ms. Carter and Mrs. Farr), the District PFA Consultant (Dr. Townsend), Mrs. Stephen, and Ms. Carter for all of their hard work and dedication. This was truly a labor of love and a team effort.

**C. ANNUAL STATEWIDE EVERY STUDENT SUCCEEDS ACT (ESSA) CONFERENCE**

February 12-14, 2018 I will attend the Annual Statewide ESSA Conference that will be held Downtown Chicago. This annual event has consistently brought together hundreds of Illinois education leaders, school administrators, classroom teachers, and other practitioners who are committed to improving our schools, and ensuring that our students are ready for College and Careers.

This year's theme is: "***Focus on the Learner.***" The purpose of ESSA is to "leverage funding to ensure a focus on equity and excellence for all students." Our great State of Illinois has submitted an ESSA Plan to the U.S. Department of Education for implementation. The workshops at the conference will be facilitated by staff from the Illinois State Board of Education (ISBE) that focus on the details from the State Plan.

**D. MONTHLY PARENT MEETING**

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The Parent Meeting this month will be held on Friday, February 16, 2018 at 11:00 a.m. in Room 218 at Medgar Evers Primary Academic Center. The topic for the meeting will be "STEM (Science, Technology, Engineering, and Math). Parents will learn more about STEM and how it is being incorporated into the schools and curriculum. Parents will participate in a STEM activity, as well. Light refreshments will be provided to parents and there will be a small raffle. Parents will also fill out surveys on how they felt the workshop went, what new information they learned, and suggestions for future workshops.

**E. FEBRUARY EARLY DISMISSAL**

Dr. Kay Dugan, Literacy Consultant will be in District on Tuesday, February 20, 2018. This year, Dr. Dugan has focused her efforts on working with the new teachers from both schools to ensure they understand the Common Core Standards for their respective grade level. The main focus has been close reads, writing rubrics aligned to the Standards, and classroom observations with constructive feedback.

**F. MONTHLY BUILDING REPORTS**

Building reports were submitted by the following personnel:

**Ms. Monique Johnson**, Principal Medgar Evers P.A.C.

**Dr. Sharon Rivers**, Principal of Cottage Grove U.G.C.

**Ms. Celestine Burrel**, Attendance Officer

**BOARD PRESIDENT MITCHELL** called on Principal Rivers and Principal Johnson to give a status update on the activities/happenings in their respective buildings.

**PRINCIPAL RIVERS** addressed the upcoming Black History Program which is scheduled to be held February 23, 2018 at 1:00 p.m. **PRINCIPAL RIVERS** also

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shared the activities of the Culinary Club, which was in high gear and exciting for all participating.

**PRINCIPAL JOHNSON** informed and invited members to the Math Fun Fair to be held on Wednesday, February 7, 2018 from 3:30 p.m. – 5:00 p.m. **PRINCIPAL JOHNSON** also expressed that their Black History Program would be held February 23, 2018 as well, at 9:30 a.m.

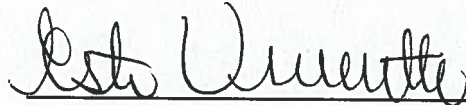
Board President called for a motion to adjourn.

**ADJOURNMENT: 5:10 p.m.**

Motioned/Sherman; Seconded/Cook - to adjourn meeting



Mr. Mark Mitchell, President  
Mr. Samuel J. Lawrence, III  
President Pro tempore



Mrs. Ester Viverette, Secretary