

**FORD HEIGHTS SCHOOL DISTRICT 169
MINUTES OF BOARD MEETING HELD
TUESDAY, FEBRUARY 4, 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: 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. Marilyn Barnes, Principal, Medgar Evers P.A.C.
Mrs. Stephanie Stephen, Principal, Cottage Grove U.G.C.
Sharon Rivers, Assistant Principal, Cottage Grove U.G.C.

Legal Counsel:

QUESTIONS FROM PUBLIC (3 Minutes)

Ms. Elizabeth Downs, Secretary PPS Department, stood to share the tremendous response from Ford Stamping Plant and others who donated wonderful gifts to the students of Ford Heights School District 169, during the Christmas Holiday. Ms. Downs gave explicit details regarding the donators, as well as, the various types of gifts donated, and stated that she was very thankful to those who gave.

Ms. Downs did however, single out a representative from the Ford Stamping Plant, as having gone above and beyond for this event, and who expressed she is looking forward to the same next year.

Ms. Downs expressed that “Thank You” cards had gone out to all who had contributed gifts for our students. She then passed around photo albums of pictures of the event.

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AGENDA

Motioned/ Cook; Seconded/Hayslett - 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/Mitchell; Seconded/Cook - to approve the minutes of *January 7, 2014 (Regular and Closed) and January 29, 2014 Special Meeting Minutes*

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

NONE

At this juncture, **Board President Viverette** expressed that there was no need to enter into **Closed Session**. She then called for the Superintendent's Report.

PART A - REPORT OF THE SUPERINTENDENT

Superintendent Jackson reminded members of the Board that they were in advanced receipt of his report. Superintendent Jackson addressed the Addendum Report, inquired if there were any questions, then recommended his report be approved inclusive of Addendum report as follows:

Motioned/Mitchell; Seconded/Cook - to approve the report of the Superintendent, inclusive of Addendum Report:

I. CLOSED SESSION

A. MATTERS OF PERSONNEL (POSSIBLE ACTION)

II. FOR YOUR AUTHORIZATION

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

1. LETTER OF RESIGNATION (See reference #1)

Ms. Shondra Godlock submitted a Letter of Resignation to be effective December 31, 2013, as she did not return after the Winter break.

2. RESOLUTION DIRECTING ISSUANCE OF A REMEDIATION PLAN (See reference #2)

Authorization is sought to approve Resolution Directing Issuance of a Remediation Plan for *Tamika Thomas*, 4th grade teacher, Medgar Evers Primary Academic Center.

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.

III. FOR YOUR INFORMATION

A. SRAGA HAUSER, LLC - FEE INCREASE

Sraga Hauser, LLC has submitted a letter announcing the implementation of a fee increase to be **effective April 1, 2014**. Sraga Hauser's hourly rate will increase from **\$200.00** to **\$210.00** per hour, for all their attorneys.

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Sraga Hauser expressed that until now, they had not increased their fees since July 2011, and believe that their rates remain more than competitive when compared with rates of other attorneys who have similar depth and experience in the practice of school law.

Sraga Hauser, LLC stated that they were grateful for our continued support, and thanked us for the opportunity to serve our legal needs, and they look forward to working with us in the future.

B. MONTHLY ENROLLMENT (AS OF JANUARY 29, 2014)

MEDGAR EVERS SCHOOL

PRE-K	40	KDG	38
GRADE 1	48	GRADE 2	42
GRADE 3	43	GRADE 4	39
		TOTAL	249

COTTAGE GROVE UPPER GRADE CENTER

Grade 5	42	Grade 6	38
Grade 7	48	Grade 8	41
		TOTAL	169

TOTAL DISTRICT	OUT OF DISTRICT	GRAND TOTAL
418	22	440

REPORT OF CONTACTS (ATTENDANCE OFFICERS)

MEDGAR EVERS:

HOME VISITS	TELEPHONE CONTACTS	PARENT CONFERENCES
23	372	18

COTTAGE GROVE:

HOME VISITS	TELEPHONE CONTACTS	PARENT CONFERENCES
8	215	6

ADDENDUM REPORT

I. FOR YOUR AUTHORIZATION

A. APPROVAL OF SPECIAL MEETING MINUTES – JANUARY 29, 2014

Authorization is sought to approve Special Meeting Minutes of Wednesday, January 29, 2014.

PART B - CURRICULUM AND STAFF DEVELOPMENT

Mrs. Joyce McEwen, Assistant Superintendent, reminded members of the Board that they were in advanced receipt of her report. Mrs. McEwen asked for authorization of item I-A of her report, and acceptance of remainder of her report as follows:

Motioned/Mitchell; Seconded/Cook - to approve item I-A of **Part B- Curriculum and Staff Development**

I. FOR YOUR AUTHORIZATION

A. SUBMITTAL AND PREPARATION OF APPLICATIONS FOR THE 2014-2015 SCHOOL YEAR

Authorization is being sought to prepare and submit the applications listed below for the 2014-2015 School Year:

- No Child Left Behind (NCLB) Consolidated Grants Titles I, IIA,
- Impact Aid
- Pre-Kindergarten Childhood Block Grant Continuing 3-5 Year olds
- And other grants, if feasible

Roll Call: Ayes: Cook, Hayslett, LaWrence, Mitchell, Viverette
Nays: None

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Absent: Coleman, Sherman

Abstain: None

5 ayes, 0 nays, 2 absent, 0 abstain, 0 present – motion carried.

II. FOR YOUR INFORMATION

A. SKILL POINTER ONLINE

In an effort to reach students who have been identified as needing extra help academically, teachers have begun to use the online assessment known as “Skill Pointer.”

Skills Pointer is an online tool which supports individualized learning by identifying the foundational skills students may be missing, by automatically generating a customized learning plan for each student, with online assessments, tutorials and practice activities aligned to state and national standards. Teachers can quickly drill down and identify the concepts each student needs to learn in core subject areas: math, science, language arts, and reading.

B. PREPARATION FOR ILLINOIS STANDARD ACHIEVEMENT TEST (ISAT)

Principal Marilyn Barnes and staff have begun preparing their third and fourth grade students for the ISAT, scheduled to begin March 4, 2014 through March 13, 2014.

C. DISTRICT-WIDE SPELLING BEE - SHOUT OUT

We are proud to give a “**shout out**” to the winners of the District-Wide Spelling Bee. Recognizing that a lot of work goes in to preparing students for this competition, I would like to give another “**shout out**” to those Administrators, teachers, staff and parents who helped to prepare their student/son/daughter for this competition.

Our 1st Place Winner was **Tamara Bibbs**, 8th grader at Cottage Grove

Upper Grade Center. **Jamarion Lofton**, a third grade student at Medgar Evers Primary Academic Center, placed second, and **Lania Richardson**, also a third grade student at Medgar Evers Primary Academic Center, placed third.

Kudos to those students and staff for a job well done!

D. 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

E. UPCOMING DATES

FEBRUARY 5, 2014

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

FEBRUARY 5, 2014

7TH Grade Boys Basketball Sectional Game

FEBRUARY 6, 2014

8TH Grade Boys Basketball Regional Game

FEBRUARY 8, 2014

No Saturday School for students or staff

FEBRUARY 10-12, 2014

No School in observance of President's Day & Lincoln's Birthday

FEBRUARY 11, 2014

***South Cook Regional Spelling Bee- at Nathan Hale Middle School
in Crestwood, IL at 7:00 p.m.***

FEBRUARY 14, 2014

Third Quarter Progress Reports go out

FEBRUARY 18, 2014

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

FEBRUARY 27, 2014

***District-Wide Black History Program at Cottage Grove Upper
Grade Center at 5:00 p.m.***

FEBRUARY 28, 2014

***Bring Your Parent to School Day/ISAT Pep Rally- Cottage Grove
Upper Grade Center***

F. BLACK HISTORY FACTS

Black History Month is upon us once again, and with it comes a parade of facts to enlighten the nation on the contributions blacks have made to America. Black History will be celebrated all month long by our students and staff. To this end, **Mrs. Nicole Conway Fason**, Home School Coordinator, at my request took the time out to pull together a few facts in honor of Black History Month.

Carter G. Woodson



Carter G. Woodson was born in 1875 in New Canton, Virginia. He

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was one of the first to receive a doctorate degree from Harvard University. He was passionate when it came to African American Month a national event. Black History Month was established February 1926. He also wrote, "The Mis-Education of the Negro." Carter G. Woodson died in Washington D.C. in 1950.

National Negro Anthem



James Weldon Johnson was born on June 18, 1871 in Jacksonville, Florida. He was a civil rights activist, writer, politician, composer, lawyer, educator and one of the leading persons responsible for creating the Harlem Renaissance. He was also the first African American to pass the Florida state bar, and the first African American at New York University. In 1900 James and his brother John wrote the song "Lift Every Voice and Sing," which later became the official anthem of the NAACP (National Association for the Advancement of Colored People). James Weldon Johnson died June 26, 1938.

Pan-African Flag



The Pan-African flag was adopted on August 13, 1920 by the UNIA (Universal Negro Improvement Association) and African Communities League. The flag is also known as the Afro-American

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Flag and Black Liberation Flag. The flag is tri-colored and consists of **all people of Black African Ancestry, and shed for liberation.** The color black represents the black people whose existence as a nation, though not a nation-state, is affirmed by the existence of the flag. **The color green represents the abundant natural wealth of Africa.**

PART C - PUPIL PERSONNEL SERVICES & SPECIAL EDUCATION

Mrs. Tamara Young informed members that they were in advanced receipt of her report, inquired if there were any questions, then asked for acceptance of her report as follows:

I. FOR YOUR INFORMATION

A. PROBLEM SOLVING

The Pupil Personnel Department (PPS) met with the teachers and administrators at Cottage Grove and Medger Evers to discuss behavior and academic issues regarding students who have been referred for support.

Tier II social skills/school behavior group facilitated by Ms. Hitchcock and Ms. Griffin will begin the week of January 27th. This will allow for students who are displaying elevated behaviors to obtain additional supports outside of the universal social skills supports implemented in the classroom setting.

The Character Education Program at Medgar Evers Primary Academic Center was held December 13, 2013 and January 17, 2014 which initiated the Month of "truth". This month's challenge is for the students to tell the truth to their teachers regardless of the consequences.

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The Tier III classroom at Cottage Grove Upper Grade Center has successfully participated in a Peace Circle Monday through Friday at 8:40 am and again at 2:00pm facilitated by Ms. Griffin our school social worker. The Peace Circle allows our students to start their day off with a discussion on topics that are relevant to them from the evening before school or the morning before entering school. The students are also able to discuss the goal for the day and what they will do to meet that goal. This also allows students the opportunity to share, respond and pull themselves together so that they may have a prosperous day. The last session of the day allows the students to discuss their day and talk about whether or not they met their goal and what they could do differently to meet their goal.

RtI meetings are being facilitated to make decisions, using BRI and MAP scores to help determine the continued Tier II and Tier III placement for our students. Tier III support will start the week of January 27th.

B. COUNSELING SERVICES

Career Day planning continues and meetings with the committees are scheduled. Presenters are being solicited from various career fields. The counselor attended the monthly External Coaches meeting on January 9th, where she received pertinent information that she will share with the internal coaches regarding how to make PBIS successful at all levels.

The counselor is working with the teacher in the Tier III classroom at Cottage Grove Upper Grade Center to provide supports related to the PBIS model on how to target problem behaviors and helping students understand how they are responsible for their actions.

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C. HEALTH SERVICES

School House Dental provided dental examinations to Medgar Evers Primary Academic Center on January 22, 23, 2014. Services included a dental examination, cleaning, fluoride treatment and dental sealants. Gordon Dental Associates provided the same dental services to Cottage Grove Upper Grade Center on January 21, 22, and 23, 2014. Dental examinations are required for kindergarten second grade and sixth grade students.

Monthly Automated External Defibrillator's (AED) maintenance was conducted in the District Office, Cottage Grove Upper Grade Center, Medgar Evers Primary Academic Center, and Tiyde A. Phillips School in the month of January.

D. Monthly Reports

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. Mrs. Jackson inquired if there were any further questions, then asked for favorable approval as follows:

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

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I. FOR YOUR AUTHORIZATION

A. ACCOUNTS PAYABLE

Authorization is requested to pay Accounts Payable bills for January 7, 2014 in the amount of **\$260,126.72.**

B. PAYROLL SUMMARY

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

January 10, 2014	\$211,103.14
January 24, 2014	<u>\$217,482.61</u>
Sub Total	\$428,585.75

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 4, 2014 - March 11,2014
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: February 4, 2014 - March 11,2014
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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C. Date: February 21, 2014
 Time: 12:00 p.m.- 2:30 p.m.
 Place: Tidye A. Phillips - Classroom
 Contact: Elizabeth Dodoo/AuntMarthas
 Purpose: Healthy Start Consortium
 Cost: **\$200.00 - Custodian/Classroom**
 (Reference #1)

D. PETTY CASH

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

Building and Grounds	\$196.88
Cottage Grove	\$200.00
Medgar Evers	<u>\$200.00</u>
Total	\$596.88

E. IMPREST FUND

Authorization is requested to replenish Imprest Fund in the amount of **\$7,568.77.**

(Reference #2)

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.

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ADJOURNMENT- 6:30 p.m.

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



Ester Viverette, Board President



Lera Cook, Board Secretary