

**FORD HEIGHTS SCHOOL DISTRICT 169
MINUTES OF BOARD MEETING HELD
TUESDAY, FEBRUARY 5, 2013**

The meeting was called to order by presiding officer Mr. Joe Sherman – 5:12 p.m.

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

Upon roll call the following members were present:

Present: Cook, Mitchell, Sherman, Viverette
Absent: Coleman, Griffin, Thompson
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.
Irma Plaxico, Assistant Principal, Medgar Evers P.A.C.
Sharon Rivers, Assistant Principal, Cottage Grove U.G.C.

Legal Counsel: Attorney Raymond Hauser

QUESTIONS FROM PUBLIC (3 Minutes)

None

AGENDA

Board President Sherman then asked for a motion to approve the agenda.

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

Roll Call: Ayes: Cook, Mitchell, Sherman, Viverette
Nays: None
Absent: Coleman, Griffin, Thompson
Abstain: None
4 ayes, 0 nays, 3 absent, 0 abstain, 0 present – motion carried.

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MINUTES

Motioned/Cook; Seconded/Viverette - to approve the minutes of *January 8, 2013*

Roll Call: Ayes: Cook, Mitchell, Sherman, Viverette
Nays: None
Absent: Coleman, Griffin, Thompson
Abstain: None
4 ayes, 0 nays, 3 absent, 0 abstain, 0 present – motion carried.

CORRESPONDENCE

None

Board President turned the floor over to Attorney Raymond Hauser.

ATTORNEY HAUSER expounded on Personnel Item A - #1: **MOTION TO APPROVE SUPERINTENDENT’S CONTRACT FOR DR. GREGORY T. JACKSON**

Attorney Hauser began by reminding members of the board that in December they were issued a revised Superintendent’s Contract, which was due to anticipated legislation which would profoundly impact the retirement and compensation of the Superintendent’s Contract.

Because members of the Illinois General Assembly did nothing in the lame duck session, Dr. Jackson’s contract is being revised to a new five (5) year agreement. The new contract simply adds one year (1) to Dr. Jackson’s current contract, which has four years remaining.

Board President called for a motion to approve Superintendent’s Contract for Dr. Gregory T. Jackson:

Motioned/Mitchell; Seconded/Viverette - to approve Superintendent’s Contract extension for Dr. Gregory T. Jackson

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Roll Call: Ayes: Cook, Mitchell, Sherman, Viverette
Nays: None
Absent: Coleman, Griffin, Thompson
Abstain: None
4 ayes, 0 nays, 3 absent, 0 abstain, 0 present – motion carried.

PART A - REPORT OF THE SUPERINTENDENT

Superintendent Jackson reminded members of the Board that they were in advanced receipt of his report, but stated there were a few items he wanted to call their attention to.

Superintendent Jackson began by thanking members of the Board for their vote of confidence in renewing his contract.

He then addressed the Letter of Intent to Retire, submitted by Ms. Jacqueline Rush, Media Center Teacher. Superintendent Jackson joked that this Letter of Intent may need to be revisited and rescinded depending on what the legislature's finally decide upon as it relates to pensions etc.

Superintendent Jackson asked Ms. Rush if she had anything to say. Ms. Rush stated that although she struggled with her decision, she would like to thank members of the Board and Superintendent Jackson for allowing her the opportunity to work for Ford Heights School District 169.

Motioned/Cook; Seconded/Viverette - to approve report of the Superintendent as follows:

I. FOR YOUR AUTHORIZATION

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

1. MOTION TO APPROVE SUPERINTENDENT'S CONTRACT FOR DR. GREGORY T. JACKSON

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2. MOTION TO APPROVE LETTER OF INTENT TO RETIRE (See reference #1)

Ms. Jacqueline Rush, Media Center Teacher, Cottage Grove Upper Grade Center, has submitted a Letter of Intent to Retire, effective at the conclusion of the 2012-2013 school year.

B. MOTION TO APPROVE PUBLIC RELATIONS CONTRACTUAL AGREEMENT - DANIELLE ASHLEY AGENCY GROUP (See reference #2)

Authorization is sought to enter into a public relations services agreement with Danielle Ashley Group serving Medgar Evers Primary Academic Center and Cottage Grove Upper Grade Center, effective March 14, 2013.

C. MOTION TO APPROVE FOUR (4) YEAR SUBSCRIPTION TO SERVICES OF NORTHWEST EVALUATION ASSOCIATION (NWEA) MAP (See reference #3)

✓	YEAR 1	\$11,236
✓	YEAR 2	\$ 8,701
✓	YEAR 3	\$ 8,701
✓	YEAR 4	\$ 6,141

II. FOR YOUR INFORMATION

A. MONTHLY ENROLLMENT (FEBRUARY 1, 2013)
MEDGAR EVERS SCHOOL

PRE-K	40	KDG	45
GRADE 1	51	GRADE 2	44
GRADE 3	48	GRADE 4	49
		TOTAL	277

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COTTAGE GROVE UPPER GRADE CENTER

GRADE 5	46	GRADE 6	54
GRADE 7	45	GRADE 8	47
		TOTAL	192

TOTAL DISTRICT	OUT OF DISTRICT	GRAND TOTAL
469	18	487

REPORT OF CONTACTS (ATTENDANCE OFFICER):

MEDGAR EVERS:

HOME VISITS	TELEPHONE CONTACTS	PARENT CONFERENCES
18	389	22

COTTAGE GROVE:

HOME VISITS	TELEPHONE CONTACTS	PARENT CONFERENCES
2	258	0

B. PROPOSED DATE CHANGE FOR APRIL 9, 2013 BOARD OF EDUCATION MEETING

Due to the National School Boards Association Conference, which is scheduled for **April 11-16, 2013**, as well as, the timeline of the **April 9, 2013** Consolidated Election, Board President Mr. Joe Sherman, is proposing a date change from the regularly scheduled Board meeting of **Tuesday, April 9, 2013**, to that of **Tuesday, April 2, 2013** at the time of **4:30 p.m.**, with the thought process that it would be more beneficial to have the meeting sooner as opposed to later, which could potentially push the date back to the latter part of April.

Members of the Board of Education, if this date and time is agreeable to all, please inform Mrs. Gloria Lymore, or myself of such.

PART B - CURRICULUM AND STAFF DEVELOPMENT

Mrs. Joyce McEwen, Assistant Superintendent, expressed to members that they were in advanced receipt of her report, but stated there were a few items she would like to bring to their attention.

Assistant Superintendent Joyce McEwen, then called for Principal Stephen to make presentation she had for the Superintendent and Members of the Board. Mrs. Stephen presented a plaque on behalf of the 7th Grade Basketball Regional Champs.

Next Principal Marilyn Barnes was asked to speak on "Principal for A Day". Mrs. Barnes spoke to the success of the day and gave a brief background of the four (4) Honorary Principals: *State Senator Harris, Mr. Raymond Wade* (Romonski Love), *Ms. Beverly Coley* (Entrepreneur) and *Ms. Tracey Austin* (Danielle Ashley). Mrs. Barnes stated the day started with a breakfast, and that there were eight (8) student ambassadors, who shadowed the honorary principals all day.

At this juncture Mrs. McEwen, called members of the Board's attention to the need for approval and a motion to submit grant applications for the FY2013-2014 school year.

Board President then called for a motion for the above.

Motioned/Cook; Seconded/Mitchell - to approve authorization to submit grant applications for the FY 2013-2014 School Year.

Roll Call: Ayes: Cook, Mitchell, Sherman, Viverette
 Nays: None
 Absent: Coleman, Griffin, Thompson
 Abstain: None
 4 ayes, 0 nays, 3 absent, 0 abstain, 0 present – motion carried.

She then asked for acceptance of her report as follows:

I. FOR YOUR INFORMATION

A. AUTHORIZATION TO SUBMIT GRANT APPLICATIONS FOR THE FY 2013-2014 SCHOOL YEAR

Authorization to submit the following grants for FY 2013-2014:

- ❖ PRE SCHOOL FOR ALL EARLY CHILDHOOD BLOCK GRANT
- ❖ IMPACT AID
- ❖ NO CHILD LEFT BEHIND (CONSOLIDATED)
 - ✓ TITLE I - LOW INCOME
 - ✓ TITLE IIA- TEACHER QUALITY
- ❖ CAREER EDUCATION

B. SATURDAY SCHOOL ATTENDANCE

This year in an effort to ensure that students who signed up for Saturday School would be in attendance, Administrators and teachers went above and beyond the call of duty, by calling the home of every student registered to encourage students and parents alike to make sure they were in attendance. Robo calls will be made periodically as well.

To this end, enrollment on day one was as follows:

GRADE	TOTAL ENROLLMENT	IN ATTENDANCE
3rd Grade	25	15
4th Grade	36	26
5th Grade	26	18
6th Grade	24	20
7th Grade	16	19
8th Grade	23	12

Teachers also reached out to students because Saturday School provides a positive environment for students to learn and explore new avenues in life. These programs are beneficial as they engage the students in various activities and prevent them from indulging in anti-social behavior or becoming a victim of violence.

C. BLACK HISTORY MONTH

Black History Month is an annual observance in the United States, Canada, and the United Kingdom for remembrance of important people and events in the history of the African American. This is the month that all of the hard work of people who put in for African Americans to be free is celebrated.

To this end, both Medgar Evers Primary Academic Center and Cottage Grove Upper Grade Center students and staff have various activities planned throughout the month of February.

These celebrations will culminate with a combined Black History Assembly of both schools on ***Thursday, February 28, 2013 at 5:00 p.m.*** in the Dr. Willie L. Davis Auditorium.

We are looking forward to what the students and staff have in store for all to see.

D. MONTHLY BUILDING REPORTS (See references #1-3)

Building reports were submitted by the following personnel:

Marilyn Barnes, Principal Medgar Evers P.A.C.

Stephanie Stephen, Principal Cottage Grove U.G.C.

Celestine Burrel, Attendance Officer - Medgar Evers P.A.C.

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E. UPCOMING EVENTS

FEBRUARY 4-28

Know Your Heritage - Medgar Evers

FEBRUARY 6, 2013

Early Dismissal

FEBRUARY 7, 2013

The Great Central U.S. Shakeout Earthquake Drill

FEBRUARY 11, 2013

President's Day - NO SCHOOL

FEBRUARY 12, 2013

Lincoln's Birthday - NO SCHOOL

FEBRUARY 13, 2013

Regional Spelling Bee

Central Middle School @ 7:00 p.m.

FEBRUARY 15, 2013

3rd Quarter Progress Reports go out

FEBRUARY 19, 2013

Early Dismissal

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FEBRUARY 28, 2013

Almost to Freedom

Combined Black History Assembly

Cottage Grove 5:00 p.m.

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/RTI

The Pupil Personnel Services Team conducted Problem Solving meetings with grade level and special teachers to discuss and to offer interventions for those students needing additional support and assistance at Cottage Grove Upper Grade Center and Medgar Evers Primary Academic Center. At the past Problem Solving Team meetings two students were referred for a domain to consent for evaluation.

After analyzing benchmark data at Medgar the RTI team restructured the Tier schedule to accommodate the needs of the students. Students who were identified as needing more intense instruction were moved into Tier III interventions.

B. CASE MANAGER/SOCIAL WORK SERVICES

Mrs. Young has been conducting transition meetings with Bloom Trail High School in preparation for our 8th grade students' transition into high school. Mrs. Young has been problem solving and

collaborating with the building principals in managing the issues of concerns that have manifested with a few of our students.

C. HEALTH SERVICES

Gordon Dental Associates and Dr. Smith will be providing dental services to Medgar Evers and Cottage Grove Upper Grade Center students on January 22, 24 and 27, 2013. Services will include a

Dental examination, cleaning, fluoride treatment and dental sealants if needed. Each student must have a signed consent form before they can participate in the dental services provided by the vendors. The State of Illinois requires Kindergarten, second grade and sixth grade students to have an oral health examination prior to May 15, 2013. Monthly Automated External Defibrillator (AED) check was conducted January, 2013 in the District Office, Cottage Grove School, Medgar Evers Pac, and Tiyde A. Phillips.

D. COUNSELING PROGRAM

Mrs. Wright facilitated the quarterly District Leadership Team meeting with supervision from Mrs. Young. Principals from both Cottage Grove Upper Grade Center and Medgar indicated that SWISS data shows a decline in the number of office Disciplinary referrals.

During the month of January, the counselor implemented the counseling curriculum in regards to "Knowing Your Feelings" at Cottage Grove Upper Grade Center and Medgar Evers.

Career Day planning is on a continuum. A list of potential speakers has been generated. A schedule of activities and potential speakers was discussed and generated for approval.

E. STAFF DEVELOPMENT

Mrs. Hitchcock attended an RTI Network meeting, which entailed how best to serve students in the RTI process.

Mrs. Hitchcock also attended the Illinois School Psychologist Association Conference in Springfield Illinois where she received information on updated legal issues, new data, new ideas and the comprehensive executive functioning inventory and cognitive behavior therapy for anxiety disorders in children and teens.

F. MONTHLY REPORTS -Departmental reports were submitted by the following:

Fanesta Hitchcock-Psychologist
Latasha Wright-Counselor
Geraldine Parham-Health Coordinator

PART D - BUSINESS AFFAIRS

Mrs. Coretta Jackson reminded members of the Board they were in advanced receipt of her report, then inquired if there were any questions. There were none, whereupon Mrs. Jackson asked for approval of her report as follows:

Motioned/Cook; Seconded/Viverette - to approve Part D - Business Operations Report.

I. FOR YOUR AUTHORIZATION

A. ACCOUNTS PAYABLE

Authorization is requested to pay Accounts Payable bills for February 5, 2013 in the amount of **\$201,466.01**.

B. PAYROLL SUMMARY

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

January 11, 2013	\$207,174.06
January 25, 2013	<u>\$222,869.19</u>
Sub Total	\$430,043.25

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 5, 2013 - March 5, 2013
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: January 8, 2013 - February 12, 2013
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**

D. PETTY CASH

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

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Pupil Personnel Services	\$130.66
District Office	\$387.67
Medgar Evers	<u>\$ 75.43</u>
Total	\$584.76

E. IMPREST FUND

Authorization is requested to replenish Imprest Fund in the amount of **\$5,820.80**.
(Reference #1)

II. FOR YOUR INFORMATION

A. SELF EMPLOYEES LOST FUND (SELF)

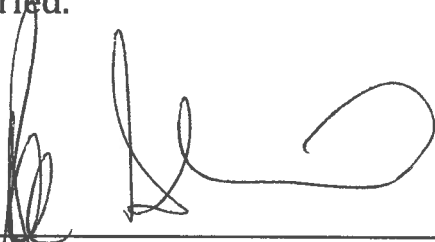
Communication received from Austin M. Shadle, AIG Representative congratulating our District for our leadership and commitment to risk control for our District. I'm honored to say we have not had nay Workers Compensation claims in the last six months.
(Reference #2)

Roll Call: Ayes: Cook, Mitchell, Sherman, Viverette
Nays: None
Absent: Coleman, Griffin, Thompson
Abstain: None
4 ayes, 0 nays, 3 absent, 0 abstain, 0 present – motion carried.

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ADJOURNMENT - 5:31 p.m.

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



Joe Sherman, Board President



Lera Cook, Board Secretary