

**FORD HEIGHTS SCHOOL DISTRICT 169  
MINUTES OF BOARD MEETING HELD  
TUESDAY, JANUARY 9, 2018**

The meeting was called to order by presiding officer Mr. Mark Mitchell - **5:01 p.m.**

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

Upon roll call the following members were present:

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

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/Cook; Seconded/Mitchell - to approve the agenda.

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

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**MINUTES**

Motioned/Cook; Seconded/Coleman - to approve the minutes of **December 5, 2017**

Roll Call: Ayes: Coleman, Cook, Hayslett, LaWrence, Mitchell, Viverette  
Nays: None  
Absent: Sherman  
Abstain: None  
6 ayes, 0 nays, 1 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** stated however, that he wanted to bring forth **MR. DEJUAN KEA** to address happenings in Springfield, before beginning his report.

**MR. DEJUAN KEA** gave a brief synopsis of the timeline and schedule of when bills etc. could possibly go forth during the Spring Legislation period, if any representative had a mind to do so. He explained the schedule to members, and once again expressed that he would continue his vigilant observation of HB 3052 and its originator.

At this juncture, Superintendent Jackson asked for approval of his report as submitted and inquired if there were any questions. **THERE WERE NONE.**

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

Motioned/Hayslett; Seconded/Viverette – to approve **PART A – REPORT OF THE SUPERINTENDENT** as submitted:

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

**I. CLOSED SESSION**

**A. THE APPOINTMENT, EMPLOYMENT AND COMPENSATION OF SPECIFIC EMPLOYEES OF THE BOARD - (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. SUBSTITUTE TEACHER**

Authorization is sought to appoint *Josette Eddings*, as substitute teacher Cottage Grove Upper Grade Center, effective 2017-2018 School Year.

**2. FAMILY MEDICAL LEAVE ACT (FMLA)**

Approve Family Medical Leave (FMLA) request submitted by Verletta Falconer, teacher, Medgar Evers Academic Center, consistent with Ford Heights School District 169's FMLA Policy 5.185.

**B. AUTHORIZE SUPERINTENDENT AND THE OFFICE OF BUSINESS ADMINISTRATION TO BEGIN PREPARATION OF 2018-2019 BUDGET FOR FISCAL YEAR ENDING JUNE 30, 2019.**

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Authorize Superintendent and the Office of Business Administration to begin preparation of the **2018-2019 Budget**, for fiscal year ending **June 30, 2019**.

**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.

**D. APPROVE RATE MODIFICATION – HAUSER, IZZO, LLC ATTORNEYS AT LAW EFFECTIVE FEBRUARY 1, 2018**

Authorization is sought for a motion to approve the rate modification for Hauser, Izzo, LLC Attorneys at Law (Board of Education Attorneys) from \$210.00 to \$220.00 per hour, effective February 1, 2018. See Reference #1.

**II. FOR YOUR INFORMATION**

**A. MONTHLY ENROLLMENT ( AS OF DECEMBER 28, 2017)**

**MEDGAR EVERS SCHOOL**

<b>PRE-K</b>	<b>40</b>	<b>KDG</b>	<b>50</b>
<b>GRADE 1</b>	<b>49</b>	<b>GRADE 2</b>	<b>43</b>
<b>GRADE 3</b>	<b>43</b>	<b>GRADE 4</b>	<b>48</b>
		<b>TOTAL</b>	<b>273</b>

**COTTAGE GROVE UPPER GRADE CENTER**

<b>GRADE 5</b>	<b>43</b>	<b>GRADE 6</b>	<b>38</b>
<b>GRADE 7</b>	<b>44</b>	<b>GRADE 8</b>	<b>44</b>
		<b>TOTAL</b>	<b>169</b>

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<b>TOTAL DISTRICT</b>	<b>OUT OF DISTRICT</b>	<b>GRAND TOTAL</b>
<b>442</b>	<b>8</b>	<b>450</b>

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

**MEDGAR EVERS:**

<b>HOME VISITS</b>	<b>TELEPHONE CONTACTS</b>	<b>PARENT CONFERENCES</b>
<b>25</b>	<b>383</b>	<b>19</b>

**COTTAGE GROVE:**

<b>HOME VISITS</b>	<b>TELEPHONE CONTACTS</b>	<b>PARENT CONFERENCES</b>
<b>0</b>	<b>211</b>	<b>0</b>

**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.**

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

Roll Call: Ayes: Coleman, Cook, Hayslett, LaWrence, Mitchell, Viverette  
Nays: None  
Absent: Sherman  
Abstain: None  
6 ayes, 0 nays, 1 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 **\$304,322.91.**

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**B. PAYROLL SUMMARY**

The following is the payroll summary for the month of December 2017, as detailed below:

December 08, 2017	\$196,159.61
December 22, 2017	<u>\$228,395.51</u>
<b>Grand Total</b>	<b>\$424,555.12</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: January 9, 2018 – February 6, 2018  
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  
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: Sunday, February 10, 2018  
Time: 3:00 p.m. to 7:00 p.m.  
Place: Tidye A. Phillips

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Contact: Phylicia Scales  
Purpose: Baby Shower  
Cost: **\$175.00 – Custodian**  
**(Reference #2)**

**D. PETTY CASH**

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

Office of Superintendent	\$265.38
Federal and State	\$ 60.21
Cottage Grove	\$186.26
Building and Grounds	<u>\$ 27.98</u>
<b>Total</b>	<b>\$539.83</b>

**E. IMPREST FUND**

Authorization is requested to replenish Imprest Fund in the amount of **\$15,253.44.**

**PART C - CURRICULUM AND INSTRUCTION**

**MRS. MARILYN BARNES** reminded members of the Board that they were in advanced receipt of her report. **MRS. BARNES** informed members of the upcoming Districtwide Spelling Bee to be held on Thursday, at 5:00 p.m. **MRS. BARNES** gave other pertinent information about judges, etc. and invited members to come out and support students. **MRS. BARNES** then asked for acceptance of her report as submitted:

**I. FOR YOUR INFORMATION**

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

All students in grades kindergarten through eighth grade have taken the Northwest Evaluation Association (NWEA)

computerized assessment in Reading and Math. Teachers and Administration will now be able to see how much growth students have made from the initial benchmarking that took place in September through December.

Teachers will be able to use the data to inform instruction, lesson planning, and to place students into instructional groups upon return from Winter Break.

The final NWEA Association will be administered to kindergarten through eighth grade students beginning on **Tuesday, April 10, 2018 through Friday, April 20, 2018**. After the final testing, teachers will have a complete summary of growth for each student that will reflect the entire school year.

**B. DISTRICT-WIDE & SOUTH COOK SPELLING BEES**

On **Thursday, January 11, 2018 at 5:00 p.m.** twenty students (**eight students from Medgar Evers and twelve students from Cottage Grove**) in grades first through eighth will participate in the District Wide Spelling Bee at Cottage Grove Upper Grade Center in the Dr. Willie L. Davis Auditorium.

One winner will arise from this competition, who will advance to the 8<sup>th</sup> Annual South Cook Spelling Bee on **Monday, February 5, 2018** at Southland College Prep Charter School in Richton Park at **7:00 p.m.**

**C. REPORT CARDS**

On **Friday, January 12, 2018**, teachers will mail home 2<sup>nd</sup> quarter report cards to parents. The parents will be able to see how their children are performing compared to 1<sup>st</sup> quarter. If needed, parents will have the opportunity to schedule an appointment to speak with the teacher regarding any social and academic concerns.



In addition to the progress reports and report cards parents receive from their child (ren) teacher, they will also have the option to access the 24 hour Parent Portal in PowerSchool to see their child (ren) grades and attendance. All parents were given a password during Registration in August, and again during Open House that would allow them access. This opportunity allows parents to never be caught off guard as to how their child(ren) are performing on a given day. Parents and teachers can also send each other emails through the Parent Portal, as well.

**D. SATURDAY SCHOOL**

Saturday School is for students in grades third through eighth in preparation **Partnership for Assessment of Readiness for College and Careers (PARCC)**. All students who attend have been previously identified by using the PARCC data from the previous school year. These students are called "**Safety Net**" and with additional help in reading and math can "meet" or come close to "meeting" on the PARCC Assessment.

Saturday School begins for teachers on **Saturday, January 13, 2018** from **8:30 a.m.** until **12:30 p.m.** for planning and preparation for students. Students will begin the following week on **Saturday, January 20, 2018** from **9:00 a.m.** until **12:00 p.m.** Students will receive additional supports in reading and math.

**E. MONTHLY BUILDING REPORTS**

Building reports were submitted by the following personnel:

**Ms. Monique Johnson**, Principal of Medgar Evers P.A.C.  
**Dr. Sharon Rivers**, Principal of Cottage Grove U.G.C.  
**Ms. Celestine Burrel**, District-Wide Attendance Officer

**F. UPCOMING DATES**

**WEDNESDAY, JANUARY 8, 2018**

**Students and staff return from Winter Break**

**TUESDAY, JANUARY 9, 2018**

**School Board Meeting - 5:00 p.m.**

**THURSDAY, JANUARY 11, 2018**

**District Wide Spelling Bee - 5:00 p.m. Cottage Grove U.G.C.**

**FRIDAY, JANUARY 12, 2018**

**Report Cards mailed out Parents**

**SATURDAY, JANUARY 13, 2018**

**Teacher's Planning and Preparation - 8:30 a.m. - 12:30 p.m.**

**MONDAY, JANUARY 15, 2018**

**3<sup>RD</sup> Quarter Begins**

**MONDAY, JANUARY 15, 2018**

**Dr. Martin Luther King's Birthday - District Closed**

**TUESDAY, JANUARY 16, 2018**

**Early Dismissal for Students at 12:00 noon**

**THURSDAY, JANUARY 18 - FRIDAY, JANUARY 19, 2018**

**Classroom Science Fair**

**SATURDAY, JANUARY 20, 2018**

**Saturday School Begins for Students - 9:00 a.m. - 12:00 noon**

**THURSDAY, JANUARY 26 2018**

**School-Wide Science Fair - Cottage Grove U.G.C. (2:30 p.m. - 3:30 p.m.)**

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At this juncture, Board President called on **PRINCIPAL RIVERS** and **PRINCIPAL JOHNSON** to give a status update on the activities/happenings in their respective buildings.


**PRINCIPAL RIVERS** informed members that the Boys Basketball team would be playing tonight, and winding down up their season. She also stated that the District would be hosing 7<sup>th</sup> Grade Regionals on January 20, 2018 and hosting 8<sup>th</sup> Grade Regionals on January 27, 2018. She went on to say that Girls Volleyball will begin on tomorrow. **PRINCIPAL RIVERS** also addressed the upcoming Classroom Science Fair on Thursday through Friday, and details how to advance to Regional Science Fair in March.

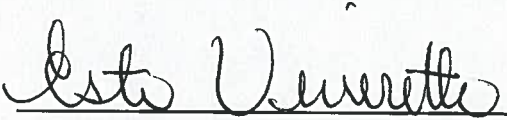
**PRINCIPAL JOHNSON** addressed the upcoming Spelling Bee to be held and gave further details and grades of participating students. A brief discussion was held as to who would be hosting Regional Spelling Bee this year. **PRINCIPAL JOHNSON** addressed the Pre-Kindergarten Audit, and gave Kudos to **MRS. BARNES** for jumping in and helping to make visit successful.

Board President called for a motion to adjourn.

**ADJOURNMENT: 5:13 p.m.**

Motioned/Hayslett; Seconded/Cook - to adjourn meeting

  
Mr. Mark Mitchell, President

  
Mrs. Ester Viverette, Secretary