

FORD HEIGHTS SCHOOL DISTRICT 169
MINUTES OF BOARD MEETING HELD TUESDAY, JANUARY 11, 2011

The meeting was called to order by presiding officer Mr. Joe Sherman, President Pro-tempore 5:10 p.m.

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

Upon roll call the following members were present:

Present: Cook, Patterson, Sherman, Viverette
Absent: Coleman, Griffin, Jones
Also, Present: Dr. Gregory Jackson, Superintendent
Mrs. Joyce McEwen, Assistant Superintendent
Mrs. Sheila Pickens, Director of Pupil Personnel Services
Mrs. Coretta Jackson, Coordinator of Business Affairs
Mrs. Marilyn Barnes, Principal Medgar Evers P.A.C.
Mrs. Stephanie Stephen, Principal Cottage Grove U.G.C.

Legal Counsel:

AGENDA

Motioned/Cook; Seconded/Patterson – to approve the agenda.

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

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MINUTES

Motioned/Viverette; Seconded/Cook – to approve the minutes of *December 7, 2010 (Regular & Closed) and December 14, 2010 (Regular & Closed)*

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

CORRESPONDENCE

- (A) The Families of the Fulwiley's, McDonalds' and Lee
- (B) The Family of Paul N. Happ, Sr.
- (C) Anne Summers

QUESTIONS FROM PUBLIC (3 Minutes)

Ms. Annie Coulter, a representative from the Ford Heights Library Board, addressed members of the Board in regards to this organization possibly leasing space at the Tidye A. Phillips School, for the purposes of providing computer services to the community.

Ms. Coulter expressed that while there was not a Library at this time, and while the organization does not presently have enough books to consider itself a library, they would eventually want to utilize the space requested for library purposes, when materials and supplies and other issues allow.

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PART A – REPORT OF THE SUPERINTENDENT

Superintendent Jackson began his report by requesting a Closed Session, for the purpose of discussing matters of student personnel.

CLOSED SESSION – 5:16 p.m.

STUDENT PERSONNEL – ID 10536 – CASE #2011-01-11

Motioned/Patterson; Seconded/Cook – to approve the agenda.

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

RECONVENE REGULAR SESSION – 5:58 p.m.

Motioned/Cook; Seconded/Patterson – to adjourn Closed Session and enter into Regular Session

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

Upon his return from the Closed Session, Superintendent Jackson continued his report by reminding members of the Board that they were in advanced

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receipt of his report and asked for favorable approval *inclusive of STUDENT PERSONNEL - ID 10536 - CASE #2011-01-11*, as discussed in Closed Session, and as follows:

I. CLOSED SESSION

A. STUDENT PERSONNEL -ID #10536 - CASE #2011-01-11

II. FOR YOUR AUTHORIZATION

A. AUTHORIZE THE SUPERINTENDENT AND THE OFFICE OF THE BUSINESS ADMINISTRATION TO BEGIN PREPARATION OF 2011-2012 BUDGET FOR FISCAL YEAR ENDING JUNE 30, 2012.

Authorize Superintendent and the Office of Business Administration to begin preparation of the 2011-2012 Budget for fiscal year ending June 30, 2012.

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

1. Authorization is being sought to hire the following teachers for Saturday School beginning January 8, 2011 and ending April 16, 2011.

MEDGAR EVERS:

THIRD GRADE:

Geraldine Joubert
Stefanie Williams

FOURTH GRADE

Tamika Thomas

COTTAGE GROVE:

FIFTH GRADE:

Cynthia Purdy – Math
Diane Sergeant –
Language Arts

SIXTH GRADE

T.B.D. - MATH

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Carletta Jones

(TOBE DETERMINED)

Elizabeth Happ - L. Arts

DESIGN TEAM

SEVENTH GRADE

Monique Johnson-Bibbs

Nancy Herschberger -
Math Math
Cheryl Merriweather -
Language Arts

ADMINISTRATOR

EIGHT GRADE:

Marilyn Barnes

Angela Hayslett - Math
Chantel Jones - L. Arts

SUBSTITUTE TEACHER

ADMINISTRATOR

Triketa Washington

Stephanie Stephen
Sharon Rivers

SPECIAL EDUCATION

DESIGN TEAM

(INCLUSION TEACHER)

Howard Coleman

Sandra Sears

SCHOOL CLERK

MEDIA CENTER CORD.

Cheryl Franklin

Jacqueline Rush

SCHOOL CLERK

Barbara Harris

2. **APPOINTMENTS** *(Pending receipt of all personnel required documents)*

Regina Wright, as Substitute Teacher

William Daniels, as Substitute Teacher and Substitute
Saturday School Teacher

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C. PART TIME SUBSTITUTE CAFETERIA AND CUSTODIAL WAGES

Authorization is sought to increase the hourly wage for Part time Substitute Cafeteria and Custodial workers by \$1.00 each as follows:

Custodial **from** **\$8.50 to \$9.50**

Food Service **from** **\$8.00 to \$9.00**

The last time wages were increased for this group of personnel, was six (6) years ago (2004-2005).

III. FOR YOUR INFORMATION

A. 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. Jackson, our Coordinator of Business Affairs 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 3, 2011* and carry through Friday, *February 25, 2011*.

B. MONTHLY ENROLLMENT (AS OF JANUARY 3, 2011)

MEDGAR EVERS SCHOOL

PREKINDERGARTEN	40	GRADE 3	48
KINDERGARTEN	50	GRADE 4	56
GRADE 1	51	TOTAL	296
GRADE 2	51		

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COTTAGE GROVE UPPER GRADE CENTER

GRADE 5	56	GRADE 7	54
GRADE 6	47	GRADE 8	58
		TOTAL	215

TOTAL DISTRICT	OUT OF DISTRICT	GRAND TOTAL
511	12	523

REPORT OF CONTACTS (ATTENDANCE OFFICER):

MEDGAR EVERS:

HOME VISITS	TELEPHONE CONTACTS	PARENT CONFERENCES
13	175	11

COTTAGE GROVE:

HOME VISITS	TELEPHONE CONTACTS	PARENT CONFERENCES
0	175	40

PART B - CURRICULUM AND STAFF DEVELOPMENT

Mrs. Joyce McEwen, Assistant Superintendent, pointed out specific dates and events which were approaching, then informed members of the Board that they were in advanced receipt of her report as follows:

I. FOR YOUR INFORMATION

A. MEDIA SMART YOUTH (*See reference #1*)

Ms. Althea Motley, and Ms. Karen McCoo, who were facilitators at the Title I No Child Left Behind Parental Conference, and conducted a breakout session entitled "Media Smart Youth"

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submitted a letter of accolades regarding Mrs. Nicole Conway-Fason, and is attached for your viewing.

B. AFTER SCHOOL TUTORIALS

Saturday School Tutorials will begin January 8, 2011 and end April 16, 2011.

The tutorial program provides individual and small group remediation sessions. The primary focus of the instructional activities is in reading and mathematics. However, students are instructed in all content areas, as needed.

C. STATEWIDE NO CHILD LEFT BEHIND (NCLB) CONFERENCE

The Statewide Conference for No Child Left Behind (NCLB) Title Programs will be held at the Sheraton Chicago Hotel & Towers beginning February 8-10, 2011. The Assistant Superintendent Joyce McEwen, Principal's Stephanie Stephen, and Marilyn Barnes will be in attendance as well. Also in attendance will be Coretta Jackson, Business Coordinator, and Leoria Bady, the clerk for Federal/State Program. This group of people will be in attendance to receive updated information as it relates to their specific area of work.

D. OPENING MINDS CONFERENCE

The Chicago Early Education, Child Care and School-Age Conference will be held January 26-29, 2011. The Pre-Kindergarten staff of Gordon, Washington, Tooks, Taylor and Assistant Principal, Anne Summers will be in attendance to receive updated information and strategies to assist in the implementation of the Promise Plus Program.

E. PREPARATION FOR FISCAL YEAR 2011-2012

Preparation for the Fiscal Year 2011-2012 has begun. A committee has been developed to review where the District is on Professional Development for this year and projecting what Professional Development will be needed for the upcoming year.

F. TEXTBOOK SELECTION COMMITTEE

The Textbook selection committee has been reviewing various Reading series, in order to prepare a recommendation to the Superintendent for purchase. Classroom teachers who provide instruction in Reading and Language Arts have reviewed each series and have been surveyed for their recommendations.

G. MONTHLY BUILDING REPORTS (See references #2-3)

Building reports were submitted by the following personnel:

Marilyn Barnes, PRINCIPAL, MEDGAR EVERS P.A.C.

Stephanie Stephen, PRINCIPAL, COTTAGE GROVE U.G.C.

**H. MONTHLY INCENTIVE/PERFECT ATTENDANCE/HONOR ROLL REPORT
(See reference #4)**

Monthly reports were submitted by the following:

Celestine Burrel, ATTENDANCE OFFICER, MEDGAR EVERS P.A.C.

PART C: PUPIL PERSONNEL SERVICES

I. FOR YOUR INFORMATION

A. RESPONSE TO INTERVENTION (RTI)

The schools are gearing up for the Aimsweb Benchmarking Assessment scheduled to take place, district-wide, the week of January 18th -21st. This is the winter assessment and it will give us information on where our students stand as it relates to reading and math progress. Looking at the results in comparison with strategic monitoring, we will be able to get snap shot of where our students are and provide additional intervention where needed.

B. PROBLEM SOLVING MEETINGS

The Pupil Personnel Services Team and Director conducted problem solving team meetings at Medgar Evers on December 2nd and is schedule to meet at Cottage Grove on December 9th. Educational plans developed for students are discussed and reviewed. Marked changes in the behaviors some students at Medgar were noted. During these meetings, administration, teachers and PPS staff work to address both academic and behavioral challenges that are presented by some of the student body. Working together fosters support and aids in the provision of optimal educational opportunities for our students.

C. HOLIDAY GIFT DRIVE

Southwest Infinitic, is scheduled to have fifty-eight gifts ready for delivery to our students during the week of December 13th. Mrs. Mason and Mr. Lindsey (former employees of Ford) have chosen to provide seventy-five (75) gifts for our students. The Pupil Personnel Services Director and staff would like to wish all a joyous holiday season and happiness in the coming New Year!

D. HEALTH SERVICES

Dental screenings for Medgar Evers are scheduled to take place on January 25, 26, and 27th. This year, the screens will be conducted by Gordon Dental Associates. In addition to providing dental screening service, Gordon Dental Associates will hold a raffle for our students. The homeroom class that brings in the greatest number of consents will win a pizza party and every student who participates on the day of the event will be entered into a drawing. The prizes for the drawing are: an MP3 video player, \$50.00 family movie pack, and a free DVD movie.

E. POSITIVE BEHAVIOR INTERVENTION AND SUPPORTS

The Next PBIS District Team Meeting is scheduled to be held on January 7, 2010. This is the meeting where the team reviews discipline data and the district's program while developing plans and strategies for improving the program. District-wide goals are set and monitored during this meeting. Our consultant, Dr. Koonce and support, Alexandra Fliess will be in attendance.

The PBIS Wall has been erected at Medgar outside of the cafeteria. Students who have been enrolled in the student walk of fame, have a star posted in their name. All should stop in to take a look at the behavioral achievement of our students.

F. STAFF DEVELOPMENT

On December 8th the Principals and Director of Pupil Personnel Services are scheduled to attend a webinar at SPEED District 802. The training is focused on disciplining students with disabilities.

Devereux training will be provided for five District 169 staff members on January 5, 10, 19, or January 6, 11, and 20th. Selected staff may choose which of the two groups of dates for which they will receive training. They must attend all three days in the chosen group order to become certified. Having certified

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Devereux trained staff members will assist our district in analyzing staff behaviors, preventing crisis situations, de-escalating student behaviors, utilizing safety techniques for physical intervention, and the development of personal emergency interventions.

- G. MONTHLY REPORTS-** Departmental reports were submitted by the following (See references #1-4)

Tamara Young – Social Worker/Case Manager
Edward Palmisano – Psychologist
Kameyal Alexander – Counselor
Geraldine Parham – Nurse

PART D - BUSINESS AFFAIRS

I. FOR YOUR AUTHORIZATION

A. ACCOUNTS PAYABLE

Authorization is requested to pay Accounts Payable bills for January 11, 2011 in the amount of **\$310,726.04**.

B. PAYROLL SUMMARY

The following is the payroll summary for the month of December 2010 as detailed below:

December 3, 2010	<u>\$214,741.38</u>
December 17, 2010	<u>\$232,033.79</u>
December 29, 2010	<u>\$204,416.55</u>
Sub Total	<u>\$651,191.72</u>

C. BUILDING RENTAL

Authorization is requested for the use of the following facilities:

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1. Authorization is requested for the use of the following:

A. Date: January 11, 2011 - February 8, 2011
 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 11, 2011 - February 8, 2011
 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**

C. Date: Saturday, January 15, 2011
 Time: 5:00 a.m.-9:00 p.m.
 Place: Cottage Grove Upper Grade Center
 Auditorium
 Contact: Joe Sherman
 Purpose: Gospel Concert
 Cost: **\$250.00 - Building Rental-(request fee to be waived)**
\$125.00 - Custodial Fee
(Reference #1)

D. PETTY CASH

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

District Office	\$ 65.00
Cottage Grove	\$200.00
Medgar Evers	<u>\$200.00</u>
Total	\$465.00

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

Roll Call: Ayes: Cook, Patterson, Sherman, Viverette
Nays: None
Absent: Coleman, Griffin, Jones
Abstain: None
4 ayes, 0 ayes, 3 absent, 0 abstain -motion carried.

ADJOURNMENT - 6:03 p.m.

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



Joe Sherman, President - Pro- Tempore



Ester Viverette, Board Secretary