

**FORD HEIGHTS SCHOOL DISTRICT 169**  
**MINUTES OF BOARD MEETING HELD**  
**TUESDAY, JANUARY 6, 2015**

The meeting was called to order by presiding officer Mrs. Ester Viverette – **5:07 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, Coordinator of Business Affairs

Mrs. Marilyn Barnes, Director of Curriculum & Instruction

Mrs. Stephanie Stephen, Director of Federal/State Programs

Mrs. Sharon Rivers, Principal, Cottage Grove U.G.C.

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

**Legal Counsel:**

**QUESTIONS FROM PUBLIC (3 Minutes)**

Board President Viverette greeted and thanked all in attendance, then inquired if there were any comments from the audience.

Ms. Elizabeth Downs of the Pupil Personnel Department & Special Education Services stood to address the Christmas Holiday Drive. Ms. Downs stated that this year like all previous years, was a tremendous success. She stated that our students were happy and excited to receive gifts donated during the December month of 2014.

Ms. Downs expressed that there were two (2) donors this year, and that between the two of them a total of 169 gifts were given out to students of Ford Heights School District 169. Ms. Down said that she was assisted by a Parent Volunteer during this process of getting gifts to chosen students.

**AGENDA**

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

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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.

**MINUTES**

Motioned/Sherman; Seconded/Mitchell - to approve the minutes of ***December 9, 2014***

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**

Thank you cards were received from ***Mrs. Coretta Jackson & Dudley Family, Mrs. Ardella Aldridge & Family.*** Cards were thank you's to the Board of Educations members, Dr. Gregory T. Jackson, Superintendent of Schools, and Ford Heights School District 169, for going above and beyond in their outpouring of support by way of cards, flowers, food, in their time of bereavement.

***Mrs. Lera Cook*** verbally thanked members of the Board, the Superintendent and Ford Heights School District 169 for the calls, cards, plants, during her illness.

**PART A - REPORT OF THE SUPERINTENDENT**

Superintendent Jackson reminded members of the Board that they were in advanced receipt of his report, and recommended approval as submitted. He went on to address Inclement Busing, and how it worked, and then informed members of the Board that schools would be closed tomorrow due to the inclement weather.

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Superintendent Jackson, then asked Mrs. Sharon Rivers to expound on the Placement Test which students would be taking in order to enter Bloom Trail High School. Mrs. Rivers addressed the District-wide Spelling Bee and spoke to Bloom High School plans to honor Ford Heights School District 169 Boy's Basketball Team.

Superintendent Jackson asked members if their individual schedules would allow, to please attend to show their school spirit.

Board member LaWrence, III stated that he was very proud of the way the young men were carrying themselves, then inquired as to the reason for the honor celebration. Mrs. Rivers expressed it was due to their winning the Holiday Championship Tournament, their sportsmanship, hard work and the way they had carried themselves.

Board member LaWrence stated that he was very excited about the honor. He went on to say that he was sure this was to be attributed to the Adult supervision over these young men, and they needed to be commended for this.

Superintendent Jackson expressed that he would see to it that coaches were aware of accolades given by board member LaWrence.

Dr. Jackson noted that there was a conflict in schedules. He stated that the District-wide Spelling Bee was scheduled for the same date as the Honor Celebration for Boy's Basketball Team. He then asked Mrs. Marilyn Barnes, Director of Curriculum & Instruction, and Mrs. Stephanie Stephen, Director of Federal & State Program & Auxiliary Services to meet to discuss possible re-scheduling of the Spelling Bee.

Motioned/Sherman; Second/Cook - to approve **Part A - Administration** 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. APPROVAL OF THE 2015-2016 OFFICIAL SCHOOL CALENDAR (See reference #1)**

Approval is sought to adopt the **School Calendar** for the **2015-2016** school year. The school year will begin on **Wednesday, August 12, 2015** and will end on **Thursday, June 2, 2016**. The calendar represents **185 days**, inclusive of five (5) emergency days. If no emergency days are used, school will end **Wednesday, May 25, 2016**.

You will see by the attached copy of the Official School Calendar, that the following will be taking place on dates noted below. They are:

**TEACHER INSTITUTE DAYS**

WEDNESDAY, AUGUST 12, 2015

THURSDAY, AUGUST 13, 2015

FRIDAY, AUGUST 14, 2015

TUESDAY, MAY 24, 2016

**PARENT TEACHER CONFERENCES**

FRIDAY, OCTOBER 30, 2015

FRIDAY, APRIL 8, 2016

**EMERGENCY DAYS**

THURSDAY, MAY 26, 2016

FRIDAY, MAY 27, 2016

TUESDAY, MAY 31, 2016

WEDNESDAY, JUNE 1, 2016

THURSDAY, JUNE 2, 2016

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**B. AUTHORIZE PREPARATION OF THE 2015-2016 BUDGET FOR FISCAL YEAR ENDING JUNE 30, 2016.**

Authorize Superintendent and the Office of Business Administration to begin preparation of the 2015 -2016 Budget for fiscal year ending **June 30, 2016.**

**C. AUTHORIZE AND APPROVE INCLEMENT BUSING SERVICE - DLM TRANSPORTATION**

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, busing for the Winter schedule will begin the first week our students return from break, **Monday, January 5, 2015** and carry through **Friday, March 27, 2015.**

**II. FOR YOUR INFORMATION**

**A. MONTHLY ENROLLMENT (AS OF DECEMBER 30, 2014)**

**MEDGAR EVERS SCHOOL**

<b>PRE-K</b>	<b>60</b>	<b>KDG</b>	<b>45</b>
<b>GRADE 1</b>	<b>49</b>	<b>GRADE 2</b>	<b>46</b>
<b>GRADE 3</b>	<b>46</b>	<b>GRADE 4</b>	<b>41</b>
		<b>TOTAL</b>	<b>287</b>

**COTTAGE GROVE UPPER GRADE CENTER**

<b>Grade 5</b>	<b>40</b>	<b>Grade 6</b>	<b>41</b>
<b>Grade 7</b>	<b>36</b>	<b>Grade 8</b>	<b>46</b>
		<b>TOTAL</b>	<b>163</b>

<b>TOTAL DISTRICT</b>	<b>OUT OF DISTRICT</b>	<b>GRAND TOTAL</b>
<b>450</b>	<b>17</b>	<b>467</b>

**REPORT OF CONTACTS (ATTENDANCE OFFICERS)**

**MEDGAR EVERS:**

<b>HOME VISITS</b>	<b>TELEPHONE CONTACTS</b>	<b>PARENT CONFERENCES</b>
<b>8</b>	<b>381</b>	<b>10</b>

**COTTAGE GROVE:**

<b>HOME VISITS</b>	<b>TELEPHONE CONTACTS</b>	<b>PARENT CONFERENCES</b>
<b>2</b>	<b>123</b>	<b>0</b>

**B. COPY OF RESOLUTION FOR JACKSON/ALDRIDGE FAMILY (*See reference #2*)**

Included in this report for your viewing purpose, is a copy of the Resolution submitted to the *Jackson/Aldridge Family*, on behalf of the Board of Education and School District 169.

**PART B - CURRICULUM AND STAFF DEVELOPMENT**

Mrs. Marilyn Barnes reminded members that they were in advanced receipt of her report, then inquired if there were any questions. Seeing there were none, Mrs. Barnes then asked for acceptance her report as submitted:

**I. FOR YOUR INFORMATION**

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

All students in grades Kindergarten **through Eighth grade** have **taken the NWEA** computerized assessment. Teachers and Administration will not be able to see how much growth students have made from the initial benchmarking that took place in September.

Teachers will be able to use the data to inform instruction, lesson planning, and, to place students into instructional groups. Our students will be administered the NWEA one final time prior to the close of the 2014-2015 school year.

**B. REPORT CARDS**

On **Friday, January 23, 2015**, teachers will mail home 2<sup>nd</sup> Quarter Report Cards to parents. This will inform parents on how their child(ren) performed during the 2<sup>nd</sup> quarter academically.

**C. JANUARY EARLY DISMISSALS**

**Dr. Lisa Chang**, District Math Consultant, will be in the District on **Wednesday, January 7, 2015** from **12:45 p.m.** until **2:45 p.m.** to work with the primary teachers at Medgar Evers Primary Academic Center, on the Math Common Core State Standards. The remaining teachers at Medgar Evers P.A.C. and Cottage Grove Upper Grade Center.G. C. will work with the building administrators.

**Dr. Kay Dugan**, Literacy Consultant, will be in the District on **Tuesday, January 20, 2015** to work with all Teachers and Instructional Aides. She will continue the work she started with Performance Evaluation Reform Act (PERA). On that day, everyone will be at Cottage Grove U.G.C., in the cafeteria.

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

Building reports were submitted by the following personnel:

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

***Mrs. Sharon Rivers***, Principal Cottage Grove U.G.C.

***Ms. Celestine Burrel***, Attendance Officer

**E. UPCOMING DATES**

**JANUARY 5, 2015**

***Students and staff return from Winter Break***

**JANUARY 6, 2015**

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

**JANUARY 7, 2015**

***Early Dismissal***

**JANUARY 16, 2015**

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

**JANUARY 17, 2015**

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

**JANUARY 20, 2015**

*Early Dismissal*

**JANUARY 23, 2015**

*Report cards mailed home to all parents*

**JANUARY 29, 2015**

*Schoolwide Science Fair at Cottage Grove U.G.C.*  
*3:30 p.m. - 5:30 p.m.*

**PART C - FEDERAL/STATE PROGRAMS**

Mrs. Stephen began by reminding members that they were in advanced receipt of her report, inquired if there were any questions, then asked for acceptance of her report as submitted:

**I. FOR YOUR INFORMATION**

**A. PROMISE PLUS PRE-K FOR ALL PROGRAM**

The Promise Plus Pre-K for All Program has been notified that our district will be monitored this school year by the Illinois State Board of Education (ISBE). We have not received a set date for the monitoring visit, but I am expecting to receive that information after the winter break. The monitoring visit will consist of visiting all Pre-K Classrooms, reviewing each Pre-k student file and appraising our Pre-K curriculum.

The Promise Plus Pre-School for All teachers will be attending professional development in the month of January 2015.



**B. MONTHLY DISTRICT WIDE PARENT MEETING**

On **Thursday, December 11, 2014** the Fourth parent meeting was held at Medgar Evers Primary Academy Center from 11:00 a.m. to 1:00 p.m. The theme for the December meeting was "Raising Children Who Understand Their Feelings". The meeting was well attended with 30 plus parents in attendance. This was our most attended parent meeting thus far. Parents were served refreshments and raffles were drawn for prizes.

**Agenda:**

- Introductions
- Review RETHINK
- Children and Their Feeling
- Teaching our Children to cope with their Feelings
- Discussion
- Celebration-Lunch Social

Our next meeting will be held **Thursday, January 22, 2015** at Medgar Evers Primary Academic Center. Come out and join us.

**C. DISTRICTWIDE WINTER CONCERT**

The annual District Wide Winter Concert was held **Friday, December 5, 2015** at Cottage Grove Upper Grade Center in the Dr. Willie L. Davis auditorium from 5:00 p.m to 6:30 p.m. This event was spectacular Our students Pre-K through eighth grade did an outstanding job getting us in a festive mood for the winter holidays. The auditorium was decorated beautifully and there was standing room only. Thanks go out to Ms. Sandy Redd (Cottage Grove), Mrs. Elizabeth Michalski ( Medgar Evers), Mrs. Patricia Novicks (Cottage Grove) and Mr. Troy Juniel (Cottage Grove).

**D. 2014 SCHOOLWIDE SPELLING BEE (See reference #1)**

On **Friday, December 5, 2014** the school wide spelling bees were held. Medgar Evers Primary Academic Center has eight (8) winners and with two (2) alternates and Cottage Grove Upper Grade Center has (12) winners with 2 alternates. Both Spelling Bees went for 20 or more rounds. The Bees' were exciting and thrilling. See attachment.

The District Wide Spelling Bee will be held **Friday, January 16, 2015** at 5:00 p.m. in the Dr. Willie L. Davis Auditorium. Congratulations letters were given to students and mailed home. See attachments for the winners from Medgar Evers PAC and Cottage Grove Upper Grade Center.

**E. MONTHLY BUILDING REPORT (See reference #2)**

A report was submitted by *Nicole Conway Fason*, Home School Coordinator.

**PART D - PUPIL PERSONNEL SERVICES AND SPECIAL EDUCATION**

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

**I. FOR YOUR INFORMATION**

**A. PROBLEM SOLVING MEETINGS**

The Pupil Personnel Services Team conducted a Problem Solving Team (PST) meeting at Medgar Evers Primary Academic Center and Cottage Grove Upper Grade Center. As a result from the referrals received at Problem Solving Meetings, the psychologist have been screening and evaluating students for specialized educational services. Observations and consultation with other personnel has taken place to assist in planning appropriate interventions for

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students. Counseling services and home visits are implemented to assist parents in completing the procedures necessary to gain access to services for their children.

### **B. CASE MANAGER/SOCIAL WORK SERVICES**

We have been assisting families with basic needs. Clothes have been donated by one of our teachers to help the effort. Ford Local UAW donated dinner baskets for fifteen families for the holidays. The Director delivered two of the donated baskets to families who did not have the transportation to pick up their gift.

Southwest Infinitec and Ford Motor Company has partnered with Ms. Downs and the PPS department to distribute gifts to our students for Christmas.

Joliet Area/ South Suburban Chapter of Delta Sigma Theta Inc. has partnered with Cottage Grove Upper Grade Center and the PPS department in an effort to support students during the weekend with food packs. The mission is to support 40 (the entire 5<sup>th</sup> grade class) students at Cottage Grove Upper Grade Center in order to decrease the number of children that go home hungry on the weekend.

### **C. HEALTH SERVICES**

Annual vision and hearing screening was conducted at Medgar Evers and Cottage Grove Upper Grade Center. Parents of students who met the referral criteria through the vision and hearing program were notified by a letter that briefly explained that their child's vision and hearing has been tested and the results suggest a vision or hearing problem.

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Monthly Automated External Defibrillator (AED) check was conducted December 2014 at the District Office, Cottage Grove Upper Grade Center, Medgar Evers Primary Academic Center (Pac), and Tiyde A. Phillips.

### **D. Counseling Program**

The Positive Behavior Interventions and Supports (PBIS) theme for the month of December is "Value". The District-Wide Student Advocate continues to implement the counseling curriculum with 30 minute lessons for each group.

The Nation Junior Honor Society met this month to elect officials for the chapter. The officers elect are as follow: Treasurer- Elaziah Lurry, Secretary- Mary Berry, Vice President-Kaliyah Mitchell and President-Netanya Johnson.

### **E. Monthly Reports-Departmental reports were submitted by the following (*See references #1-2*)**

**Shawn Aldridge**-District-Wide Student Advocate

**Geraldine Parham**-Health Coordinator

## **PART E - BUSINESS AFFAIRS**

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

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

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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 6, 2015 in the amount of **\$350,885.94**.

**B. PAYROLL SUMMARY**

The following is the payroll summary for the month of December 2014 as detailed below:

December 12, 2014	\$247,075.22
December 23, 2014	<u>\$219,534.83</u>
<b>Sub Total</b>	<b>\$466,610.05</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 6, 2015 - February 11, 2015  
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**

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B.    Date:            January 6, 2015 - February 11, 2015  
      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:

Pupil Personnel Services	\$200.00
District Office	\$179.11
Building & Grounds	\$ 11.05
Medgar Evers	\$200.00
Cottage Grove	<u>\$200.00</u>
<b>Total</b>	<b>\$790.16</b>

**E.    IMPREST FUND**

Authorization is requested to replenish Imprest Fund in the amount of \$2,735.30.

Superintendent Jackson shared with members of the Board, that the next Board of Education meeting would be held at Medgar Evers Primary Academic Center. It would be held there so that members of the Board could take a tour of the building in order to see the newly updated Media Center and other improvements made to the building.

At this juncture, Dr. Jackson called on Mrs. Sharon Rivers, Principal of Cottage Grove Upper Grade Center, and Ms. Monique Johnson, Principal of Medgar Evers

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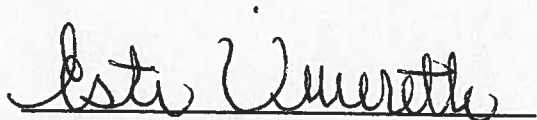
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Primary Academic Center to speak to current happenings/activities taking place in their buildings respectively.


The meeting ended with Dr. Jackson making announcement of food sent by Mrs. Ardella Aldridge, for members of the Board as a token of appreciation for all that was done during her time of bereavement.

**ADJOURNMENT - 5:29 p.m.**

Motioned/Sherman; Second/Mitchell - to adjourn meeting - voice vote motion carried.



Ester Viverette, Board President



Lera Cook, Board Secretary