

**FORD HEIGHTS SCHOOL DISTRICT 169**  
**MINUTES OF BOARD MEETING HELD**  
**TUESDAY, JANUARY 12, 2021**

The meeting was called to order by presiding officer, President Samuel J. LaWrence, III – **10:05 a.m.**

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

Upon roll call the following members were present:

Present: **LaWrence, Cook, Mitchell, Sherman (via phone), Viverette**

Absent: **Coleman, Hayslett**

Also Present: Dr. Gregory T. Jackson, Superintendent  
Mrs. Coretta Jackson, Assistant Superintendent of Business Administration & Operations  
Dr. Sharon P. Rivers, Assistant Superintendent of Curriculum & Instruction  
Mrs. Gloria Lymore, Executive Assistant to the Superintendent

**QUESTIONS/COMMENTS FROM PUBLIC (2 Minutes)**

**NONE**

**AGENDA**

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

Roll Call: Ayes: LaWrence, Cook, Mitchell, Sherman (via phone), Viverette

Nays: None

Absent: Coleman, Hayslett

Abstain: None

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

**MINUTES**

Board President called for a motion to approve the minutes.

Motioned/Cook; Seconded/Mitchell- to approve the minutes of **December 8, 2020**

**Minutes of Board of Education**  
**January 12, 2021**  
**Page 2**

Roll Call: Ayes: LaWrence, Cook, Mitchell, Sherman (via phone),  
Viverette  
Nays: None  
Absent: Coleman, Hayslett  
Abstain: None  
5 ayes, 0 nays, 2 absent, 0 abstain, 0 present – motion carried.

**CORRESPONDENCE**

**NONE**

**Dr. Gregory Jackson reminded members of the Board that they were in advanced receipt of Part A (Superintendent), Part B (Assistant Superintendent of Business Administration and Operations) and Part C (Assistant Superintendent of Curriculum and Instruction) of the Superintendent’s report.**

Motioned/Mitchell; Seconded/Cook - to approve **PART A - REPORT OF THE SUPERINTENDENT** as submitted.

Roll Call: Ayes: LaWrence, Cook, Mitchell, Sherman (via phone),  
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. PERSONNEL *(Pending receipt of all personnel required documents and Illinois State Police and FBI criminal background clearance)***

**1. RECOMMENDATION FOR TERMINATION**

**JACOB ADAMS**, Teacher – Medgar Evers Primary Academic Center, recommended for termination **effective Tuesday, January 12, 2021.**

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

Authorization to approve Family Medical Leave Act (FMLA) request submitted by **Ms. TONI ANDERSON**, Paraprofessional - Medgar Evers Primary Academic Center, consistent with Ford Heights School District 169's FMLA Policy 5.185.

B. **AUTHORIZE SUPERINTENDENT AND THE ASSISTANT SUPERINTENDENT OF BUSINESS ADMINISTRATION & OPERATIONS TO BEGIN PREPARATION OF THE 2021-2022 BUDGET FOR FISCAL YEAR ENDING JUNE 30, 2022.**

Authorize Superintendent and the Assistant Superintendent of Business Administration & Operations to begin preparation of the **2021-2022 Budget**, for fiscal year ending **June 30, 2022**.

C. **PROPOSED REVISED POLICIES (See reference #1)**

Consistent with Ford Heights School District 169's normal practice to conduct periodic reviews of its policies, the following policies are being submitted as **Revised** as listed below:

❖ **SCHOOL BOARD – TITLE IX SEXUAL HARASSMENT GRIEVANCE PROCEDURE – 2:265**

❖ **SCHOOL BOARD – ADMINISTRATIVE PROCEDURE – TITLE IX SEXUAL HARASSMENT RESPONSE – 2:265-AP1**

❖ **SCHOOL BOARD – ADMINISTRATIVE PROCEDURE – FORMAL TITLE IX SEXUAL HARASSMENT COMPLAIN GRIEVANCE PROCESS – 2:265-AP2**

D. **APPROVAL OF THE 2021-2022 OFFICIAL SCHOOL CALENDAR (See reference #2)**

Approval is sought to adopt the **School Calendar** for the **2021-2022** school year. The school year will begin on **Wednesday, August 11, 2021** and will end on **Wednesday, May 25, 2022**. The calendar represents **185 days**, inclusive of five (5) emergency days. If emergency days are used, then school will end **Thursday, June 2, 2022**.



**Minutes of Board of Education  
January 12, 2021  
Page 4**

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**

<b>WEDNESDAY</b>	<b>AUGUST 11</b>	<b>2021</b>
<b>THURSDAY</b>	<b>AUGUST 12</b>	<b>2021</b>
<b>FRIDAY</b>	<b>AUGUST 13</b>	<b>2021</b>
<b>MONDAY</b>	<b>MAY 23</b>	<b>2022</b>

**PARENT TEACHER CONFERENCES**

<b>FRIDAY</b>	<b>OCTOBER 29</b>	<b>2021</b>
<b>FRIDAY</b>	<b>APRIL 8</b>	<b>2022</b>

**EMERGENCY DAYS**

<b>THURSDAY</b>	<b>MAY 26</b>	<b>2022</b>
<b>FRIDAY</b>	<b>MAY 27</b>	<b>2022</b>
<b>TUESDAY</b>	<b>MAY 31</b>	<b>2022</b>
<b>WEDNESDAY</b>	<b>JUNE 1</b>	<b>2022</b>
<b>THURSDAY</b>	<b>JUNE 2</b>	<b>2022</b>

**II. FOR YOUR INFORMATION**

**A. MONTHLY ENROLLMENT (AS OF JANUARY 4, 2021)**

**MEDGAR EVERS PRIMARY ACADEMIC CENTER**

<b>PRE-K</b>	<b>60</b>	<b>KDG</b>	<b>37</b>
<b>GRADE 1</b>	<b>51</b>	<b>GRADE 2</b>	<b>44</b>
<b>GRADE 3</b>	<b>44</b>	<b>GRADE 4</b>	<b>44</b>
		<b>TOTAL</b>	<b>280</b>

**COTTAGE GROVE UPPER GRADE CENTER**

<b>GRADE 5</b>	<b>43</b>	<b>GRADE 6</b>	<b>36</b>
<b>GRADE 7</b>	<b>35</b>	<b>GRADE 8</b>	<b>44</b>
		<b>TOTAL</b>	<b>158</b>

<b>TOTAL DISTRICT</b>	<b>438</b>	<b>OUT OF DISTRICT</b>	<b>11</b>	<b>GRAND TOTAL</b>	<b>449</b>
-----------------------	------------	------------------------	-----------	--------------------	------------

**REPORT OF CONTACTS (ATTENDANCE OFFICER)**

**MEDGAR EVERS:**

HOME VISITS	TELEPHONE CONTACTS	PARENT CONFERENCES
31	633	0

**COTTAGE GROVE:**

HOME VISITS	TELEPHONE CONTACTS	PARENT CONFERENCES
18	239	0

Motioned/Mitchell; Seconded/Cook - to approve **PART B - ASSISTANT SUPERINTENDENT OF BUSINESS ADMINISTRATION AND OPERATIONS**

Roll Call: Ayes: LaWrence, Cook, Mitchell, Sherman (via phone),  
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 December 2020 in the amount of **\$331,469.46**

**B. PAYROLL SUMMARY**

The following is the payroll summary for the month of December 2020 as detailed below:

December 4, 2020	\$197,865.03
December 18, 2020	\$193,260.72
December 30, 2020	<u>\$147,121.14</u>
<b>Grand Totals</b>	<b>\$538,246.89</b>

**Minutes of Board of Education**  
**January 12, 2021**  
**Page 6**

**C. PETTY CASH**

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

Office of the Superintendent	\$ 37.91
Business Office	\$200.00
Cottage Grove UGC	\$ 97.06
Medgar Evers PAC	\$ 71.90
Building and Grounds	<u>\$ 65.00</u>
<b>Total</b>	<b>\$471.87</b>

**D. ERATE 2021-2022**

Authorization is requested to solicit bids for Erate services, which are as follows:

Eligible Internet Equipment, Supporting Software, and Cabling for Hi-Speed Broadband Wi-Fi Network.

Eligible Internet Cabling for Hi-Speed Broadband Wi-Fi Network.

Motioned/Mitchell; Seconded/Cook - to approve **PART C- ASSISTANT SUPERINTENDENT OF CURRICULUM AND INSTRUCTION**

**I. FOR YOUR INFORMATION**

**A. PARENT REMOTE LEARNING SURVEY**

The Parent Remote Learning Survey window closed on Friday, December 18, 2020. The final results are based on responses from parents and are provided below:

- 60% responded students are emotionally managing remote well



**Minutes of Board of Education**  
**January 12, 2021**  
**Page 7**

- 65% responded students are successfully managing their work well
- 64% responded they learn about their child's remote learning experience by watching my child during remote learning
- 73% responded rarely or never do technical issues make attending classes and completing assignments difficult
- 38% responded that they are comfortable sending students to school for in-person instruction, 31% responded no, they were not comfortable returning to in-person instruction, and 31% were undecided at the time the survey was available

With the majority of our homes having internet connections, students are limiting the use of the MiFi devices provided for Google Classroom. We are encouraged by the results and will continue working with our families to achieve student success.

**B. REMOTE INSTRUCTION and GRADING CYCLE**

"First do no educational harm." To help, the Illinois State Board of Education has issued guidelines on reporting student grades. It calls for teachers to use a pass-incomplete system that doesn't give failing grades, doesn't punish kids for lack of participation and gives all students opportunities to redo or make up any assignments, with more chances to raise their grades. "The emphasis for schoolwork ... during the remote learning period is on learning, not on compliance," the guidelines state. "A focus on keeping children emotionally and physically safe, fed, and engaged in learning should be our first priority during this unprecedented time."

It really isn't possible to use grades in a manner that is equitable or fair with remote learning. Therefore, Progress Reports will show Pass or Incomplete (P/I) as a description of their progress midway through the quarter, and allows time to complete assignments prior to final grades at the end of each quarter as a letter grade is given on the Report Card.

## **REPORT OF THE SUPERINTENDENT**

**January 12, 2021**

**Page 8**

### **C. ILLINOIS ASSESSMENT OF READINESS (IAR)**

The Illinois Assessment of Readiness (IAR) assesses progress of students in grades 3-8 in meeting the Illinois Learning Standards in English language arts and mathematics, and is administered in the spring each school year. This year is no exception as the test window will open as early as March 15, 2021 and will remain open until May 14, 2021. The Illinois Science Assessment given to 5<sup>th</sup> and 8<sup>th</sup> grade will stay on the same test schedule as the IAR. This year there are three (3) assessments to be completed within the allotted test window and in one sitting.

Additionally, the use of Student Growth Percentiles (SGP) to calculate growth will look differently for the 2021 assessment. Currently ISBE is considering calculation two ways, one being the “skip year” methodology. The focus is on developing student growth for 5-8<sup>th</sup> grade only using IAR scores as there are no 4<sup>th</sup> grade scores to consider because of a lack of prior 3<sup>rd</sup> grade scores from 2020. On the Illinois Report Card, school designation will have a qualifier to demonstrate results.

### **D. AFTER SCHOOL TUTORIAL HYBRID PROGRAM**

During the typical school year, After School Tutorial is offered as a means of support for students who struggle in English language arts (ELA) and mathematics. The program is offered over a three month period, for 6 hours a week. Due to Covid-19, we have had to modify our tutorial program yet begin preparing for the Illinois Assessment of Readiness in the safest possible way. With specific adjustments, the program will be offered online through Google Classroom in February and March 2 days a week for direct instruction beyond regular school hours for those students identified as needing additional support in ELA and mathematics.

### **E. LOCAL ASSESSMENTS**

We continue monitoring skills acquisition through our local assessments which are used to guide instruction. We are



## REPORT OF THE SUPERINTENDENT

January 12, 2021

Page 9

scheduled to begin midway assessments in reading comprehension, fluency, writing, mathematics, and phonics using the following protocols:

- ✚ Brigance (Prekindergarten)
- ✚ Phonics (Kindergarten – 2<sup>nd</sup> grade)
- ✚ NWEA Measures of Academic Progress (3<sup>rd</sup> – 8<sup>th</sup> grade)
- ✚ Basic Reading Inventory (2<sup>nd</sup> – 8<sup>th</sup> grade)
- ✚ Writing (1<sup>st</sup> – 8<sup>th</sup> grade)

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

Building reports were submitted by the following personnel:

- Ms. Monique Johnson, Principal of Medgar Evers P.A.C.
- Ms. Chanel L. Jones, Principal of Cottage Grove U.G.C.
- Ms. Celestine Burrel, District-wide Attendance Office

At this juncture **BOARD PRESIDENT LAWRENCE** thanked Board members for their prayers and phone calls during his absence. He expressed that he was greatly appreciative of the prayers and thoughtfulness of members of the Board.

**SUPERINTENDENT JACKSON** also expressed thanks to members of the Board for the floral arrangement sent and for the prayers that had gone forth on his behalf as well.

**Board President LaWrence, called for an adjournment.**

**ADJOURNMENT: 10:13 a.m.**

Motioned/Mitchell; Seconded/Viverette - to adjourn meeting

  
Mr. Samuel LaWrence, III President

  
Mrs. Ester Viverette, Secretary