

FORD HEIGHTS SCHOOL DISTRICT 169
MINUTES OF BOARD MEETING HELD
TUESDAY, JANUARY 7, 2020

The meeting was called to order by presiding officer President LaWrence -
5:01 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, Assistant Superintendent of Business
Administration & Operations

Mrs. Marilyn Barnes, Director of Curriculum & Instruction

Ms. Monique Johnson, Principal Medgar Evers PAC

Mrs. Latricia Walker, Assistant Principal Medgar Evers PAC

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

Ms. Chantel Jones, Assistant Principal Cottage Grove U.G.C.

Legal Counsel:

QUESTIONS/COMMENTS FROM PUBLIC (2 Minutes)

NONE

AGENDA

Motioned/Mitchell Seconded/Sherman - to approve the agenda.

Roll Call: Ayes: Cook, LaWrence, Mitchell, Sherman, Viverette

Nays: None

Absent: Coleman, Hayslett

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

MINUTES

Board President called for a motion to approve the minutes.

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Motioned/Mitchell; Seconded/Cook - to approve the minutes of **December 10, 2019 Regular**

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

TAMMY GRAY

PART A - REPORT OF THE SUPERINTENDENT

SUPERINTENDENT JACKSON reminded members of the Board that they were in advanced receipt of his report. **SUPERINTENDENT JACKSON** briefly addressed the various items in his report by expounding on several of the items, then inquired if there were any questions? There were none. **SUPERINTENDENT JACKSON** then asked for approval of his report as submitted.

Motioned/Mitchell; Seconded/Sherman – to approve **PART A – REPORT OF THE SUPERINTENDENT’S REPORT** as submitted:

Roll Call: Ayes: Cook, LaWrence, Mitchell, Sherman, Viverette
 Nays: None
 Absent: Coleman, Hayslett
 Abstain: None
 5 ayes, 0 nays, 0 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)***

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1. APPOINTMENT

- a. Authorization is sought to appoint **SAFA MUHAMMAD**, Substitute Teacher, Cottage Grove Upper Grade Center, effective **2019-2020 School Year**.
- b. Authorization is sought to appoint **SAFA MUHAMMAD, Saturday School** Substitute Teacher, Cottage Grove Upper Grade Center, (**replacing Janet Morris**) effective **2019-2020 School Year**.

B. AUTHORIZE SUPERINTENDENT AND THE OFFICE OF BUSINESS ADMINISTRATION TO BEGIN PREPARATION OF 2020-2021 BUDGET FOR FISCAL YEAR ENDING JUNE 30, 2021.

Authorize Superintendent and the Office of Business Administration to begin preparation of the **2020-2021 Budget**, for fiscal year ending **June 30, 2021**.

C. ACCEPT FORD HEIGHTS SCHOOL DISTRICT 169'S ANNUAL FINANCIAL REPORTS (AS FOLLOWS): (In Board Packets)

Accept Ford Heights School District 169's Annual Financial Reports as submitted and listed below, for Fiscal Year ending June 30, 2019. Enclosed herewith for your acceptance are the following Financial reports. They are:

- **LETTERS FROM MILLER COOPER AND Co., LTD.**
- **BOUND ANNUAL FINANCIAL REPORT (AFR) FROM MILLER COOPER AND Co., LTD.**
- **ANNUAL FINANCIAL REPORTS (AFR) TO ILLINOIS STATE BOARD OF EDUCATION FROM MILLER COOPER AND Co., LTD. (LOOSE BOUND)**
- **BLOOM TOWNSHIP TRUSTEES OF SCHOOLS ANNUAL INVESTMENT REPORT FISCAL YEAR ENDING JUNE 30, 2019**

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- D. CONSIDERATION OF A RESOLUTION APPROVING AN INTERGOVERNMENTAL COOPERATION AGREEMENT AMENDING THE ARTICLES OF AGREEMENT FOR SPEED SPECIAL EDUCATION JOINT AGREEMENT DISTRICT 802” (See reference #1)
- E. PROPOSED REVISED POLICIES (See reference #2)

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

- STUDENTS – EQUAL EDUCATIONAL OPPORTUNITIES 7:10 (REVISED)
- STUDENTS – HARRASSMENT OF STUDENTS PROHIBITED 7:20 (REVISED)
- STUDENTS – RESIDENCE 7:60 (REVISED)
- SCHOOL BOARD – UNIFORM GRIEVANCE PROCEDURE 2.260 (REVISED)
- OPERATIONAL SERVICES – WAIVER OF STUDENT FEES 4:140 (REVISED)
- INSTRUCTION – HOME AND HOSPITAL INSTRUCTION 6:150 (REVISED)
- STUDENTS – RESIDENCE 7:60 (REVISED)
- STUDENTS – PREVENTION OF AND RESPONSE TO BULLYING, INTIMIDATION, AND HARASSMENT 7:180 (REVISED)
- STUDENTS – ADMINISTERING MEDICINES TO STUDENTS 7:270 (REVISED)
- STUDENTS – STUDENT ATHLETE CONCUSSIONS AND HEAD INJURIES 7:305 (REVISED)

II. FOR YOUR INFORMATION

A. MONTHLY ENROLLMENT (AS OF DECEMBER 20, 2019)

MEDGAR EVERS SCHOOL

PRE-K	60	KDG	51
GRADE 1	46	GRADE 2	43

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GRADE 3	42	GRADE 4	44
		TOTAL	286

COTTAGE GROVE UPPER GRADE CENTER

GRADE 5	38	GRADE 6	34
GRADE 7	36	GRADE 8	38
		TOTAL	146

TOTAL DISTRICT	OUT OF DISTRICT	GRAND TOTAL
432	12	444

REPORT OF CONTACTS (ATTENDANCE OFFICER):

MEDGAR EVERS:

HOME VISITS	TELEPHONE CONTACTS	PARENT CONFERENCES
4	343	3

COTTAGE GROVE:

HOME VISITS	TELEPHONE CONTACTS	PARENT CONFERENCES
2	167	0

PART B - ASSISTANT SUPERINTENDENT OF BUSINESS ADMINISTRATION & OPERATIONS

MRS. CORETTA JACKSON expressed to 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 favorable approval of report as submitted:

Motioned/Mitchell;Seconded/Sherman - to approve **PART B - ASSISTANT SUPERINTENDENT OF BUSINESS ADMINISTRATION & OPERATIONS** 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.

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I. FOR YOUR AUTHORIZATION

A. ACCOUNTS PAYABLE

Authorization is requested to pay Accounts Payable bills for January 7, 2020 in the amount of **\$344,770.51**.

B. PAYROLL SUMMARY

The following is the payroll summary for the month of December 2019 as detailed below:

December 6, 2019	\$209,937.11
December 20, 2019	<u>\$238,220.13</u>
Grand Totals	\$448,157.24

C. BUILDING RENTAL

Authorization is requested for the use of the following facilities:

- A. Date: January 7, 2020 - February 11, 2020
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: Saturday, February 15, 2020
Time: 12:00 p.m. - 6:00 p.m.
Place: Tidye A. Phillips
Contact: Robert Barnes
Boys and Girls Club
Purpose: Basketball Tournament
Cost: **Request fees to be waived
Reference #1**

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- C. Date: Saturday, January 11, 2020
 Time: 12:00 p.m. - 6:00 p.m.
 Place: Tidye A. Phillips
 Contact: Robert Barnes
 Boys and Girls Club
 Purpose: Basketball Tournament
 Cost: **Request fees to be waived**
 Reference #2

- D. Date: Saturday, January 25, 2020
 Time: 12:00 p.m. - 6:00 p.m.
 Place: Tidye A. Phillips
 Contact: Robert Barnes
 Boys and Girls Club
 Purpose: Basketball Tournament
 Cost: **Request fees to be waived**
 Reference #3

- E. Date: Saturday, March 14, 2020
 Time: 3:00 p.m. - 7:00 p.m.
 Place: Medgar Evers
 Contact: Toni Anderson
 Purpose: Birthday Party
 Cost: **Request building fee to be waived**
 Reference #4

D. PETTY CASH

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

Office of Superintendent	\$247.63
Business Office	\$117.90
Cottage Grove	\$200.00
Medgar Evers	\$100.00
Federal & State	\$132.98

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Building & Grounds	<u>\$167.18</u>
Total	\$965.69

E. IMPREST FUND

Authorization is requested to replenish Imprest Fund in the amount of \$2,000.00.

PART C – CURRICULUM AND INSTRUCTION

MRS. MARILYN BARNES reminded members that they were in advanced receipt of her report. She then informed members of the upcoming Districtwide Spelling Bee to be held, and invited members to attend if their schedules allowed. **MRS. BARNES** then inquired if there were any questions. **THERE WERE NONE.** **MRS. BARNES** then asked for acceptance of Curriculum & Instruction 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 August.

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 **Monday, April 20, 2020 through Friday, May 8, 2020**. 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 9, 2020** at **9:00 a.m.** twenty students (**eight students from Medgar Evers and twelve students from Cottage Grove**) in grades second 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 10th Annual South Cook Spelling Bee on **Wednesday, February 5, 2020** at Southland College Preparatory Charter High School in Richton Park at **7:00 p.m.**

C. REPORT CARDS

On **Friday, January 24, 2020**, teachers will mail home the 2nd quarter report cards to parents. The parents will be able to see how their children are performing compared to 1st quarter. If there is a need, parents will have the opportunity to schedule an appointment to speak with the teacher regarding any social and academic concerns they may have for their child(ren).

In addition to the progress reports and report cards parents receive for their child(ren), parents also have the option to access a parent portal in PowerSchool that is available 24 hours a day 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.

Several teachers in the District also communicate with parents through ClassDojo. At home, parents are able to review their child's progress with student reports, and also communicate simply and safely with their child's teacher. ClassDojo is 100%

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free for teachers, parents, and students to use anywhere in the world.

D. SATURDAY SCHOOL

Saturday School is for students in grades third through eighth in preparation for the Illinois Assessment for Readiness (IAR). All students who attend have been previously identified by using the IAR data from the Spring of 2019. These "***Safety Net***" students, additional support in reading and math, can meet or come close to meeting on the IAR.

Saturday School begins for teachers on **Saturday, January 11, 2020** 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 18, 2020** from **9:00 a.m.** until **12:00 p.m.**

E. 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.

Dr. Sharon Rivers, Principal of Cottage Grove U.G.C.

Ms. Celestine Burrel, District-Wide Attendance Officer

BOARD PRESIDENT called on **PRINCIPAL JOHNSON**, and **PRINCIPAL RIVERS**, to give a status update on the activities/ happenings in their respective buildings.

PRINCIPAL RIVERS shouted out Kudos to Coach Tim for his flawless handling of the Holiday Tournament. Principal Rivers expressed that everything ran very smooth and without any glitches. She also commended the organizations of **FORD** and the **NELLIE PRATHER FOUNDATION** which donated Christmas items to students of Cottage Grover Upper Grade Center.

PRINCIPAL JOHNSON spoke to the upcoming Districtwide Spelling Bee. She expressed that students were excited and nervous.

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BOARD PRESIDENT called for a motion to adjourn.

ADJOURNMENT: 5:12 p.m.

Motioned/Hayslett; Seconded/Mitchell - to adjourn meeting



Mr. Samuel J. LaWrence, III,
Board President



Mrs. Ester Viverette, Secretary