

**FORD HEIGHTS SCHOOL DISTRICT 169**  
**MINUTES OF BOARD MEETING/BUDGET AMENDMENT HEARING**  
**HELD TUESDAY, JULY 10, 2012**

The meeting was called to order by presiding officer Mr. Joe Sherman - 5:05 p.m.

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

Upon roll call the following members were present:

Present: Coleman, Sherman, Thompson, Viverette  
Absent: Cook, Griffin, Mitchell  
Also Present: Dr. Gregory T. Jackson, Superintendent  
Mrs. Joyce McEwen, Assistant Superintendent  
Mrs. Coretta Jackson, Coordinator of Business Affairs  
Mrs. Tamara Young, Director of PPS  
Mrs. Marilyn Barnes, Principal, Medgar Evers P.A.C.  
Mrs. Stephanie Stephen, Principal, Cottage Grove U.G.C.

Legal Counsel: Attorney Raymond Hauser

**QUESTIONS FROM PUBLIC (3 Minutes)**

***Mrs. Sharon Rivers***, Assistant Principal of Cottage Grove Upper Grade Center, and ***Dr. Irma Plaxico***, Assistant Principal of Medgar Evers Primary Academic Center, addressed members of the Board, and began by thanking them for their support of Administrators, and the leeway given for the implementation of specific activities and trips for summer school students.

The ladies expressed that summer school was well attended, and that an absolutely great time and a wonderful experience was had by all in attendance. The ladies informed members that they had handouts for each member as a token of appreciation.

Board President Sherman called for a motion to appoint Board member Viverette as Secretary Pro Tem.

Motioned/Coleman; Seconded/Thompson to appoint member Viverette as Secretary Pro Tem. Voice vote - motion carried.

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### **CLOSED SESSION: 5:07p.m.**

Attorney Hauser stated to members of the Board that the purpose of Closed Session was to discuss two (2) items. They are:

- A. **MATTER OF PERSONNEL - RESOLUTION DIRECTING NOTICE TO REMEDY**
- B. **THE SELL OF SECURITIES**

Motioned/Thompson; Seconded/Viverette to enter Closed Session

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

### **RECONVENE REGULAR MEETING - 5:21 p.m.**

Motioned/Viverette; Seconded/Thompson- to reconvene regular meeting.

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

Board President Sherman, asked for a motion to approve Agenda.

### **AGENDA**

Motioned/Cole; Seconded/Thompson to approve the agenda.

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

### **MINUTES**

Motioned/Viverette; Seconded/Thompson- to approve the minutes of **June 5, 2012 (Regular and Closed Session)**.

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

### CORRESPONDENCE

NONE

### PART A - REPORT OF THE SUPERINTENDENT

Superintendent Jackson began by reminding members of the Board that they were in advanced receipt of his report, and asked for favorable approval, **inclusive of Addendum Report and inclusive of Closed Session items.**

Motioned/Coleman; Seconded/Thompson - to approve the report of the Superintendent, **inclusive of Addendum Report, and inclusive of matters discussed in Closed Session, as follows:**

#### I. FOR YOUR AUTHORIZATION

##### **CLOSED SESSION**

- A. **MATTER OF PERSONNEL - RESOLUTION DIRECTING NOTICE TO REMEDY**
- B. **THE SELL OF SECURITIES**

#### II. FOR YOUR AUTHORIZATION

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

- 1. **DECLINE OF POSITION - PRE-KINDERGARTEN TEACHER**

Ms. Monique Dutcher has submitted a letter declining the position of Pre-Kindergarten Teacher at Medgar Evers Primary Academic Center, which she previously agreed to.  
***(See reference #1)***

2. **APPOINTMENTS**

a. **PRE-KINDERGARTEN TEACHER**

Authorization is sought to appoint Ms. Barbara Johnson as Pre-Kindergarten Teacher at Medgar Evers Primary Academic Center - MA, Step 8 **\$47,471** (replacing Monique Dutcher). *(See reference #2)*

b. **LEARNING BEHAVIOR SPECIALIST I (See reference #3)**

Authorization is sought to appoint Ms. Kristal Jordan as Learning Behavior Specialist I, Cottage Grove Upper Grade Center, MA+15 Step 9- **\$49,626** (replacing Shawn Neubauer)

3. **APPROVAL OF RESOLUTION DIRECTING NOTICE TO REMEDY**  
*(Reference #4 handout at Board of Education meeting)*

4. **LETTER OF RESIGNATION (See reference #5)**

*Ms. Sharon Rouls*, Guidance Counselor - Cottage Grove Upper Grade Center, has submitted a letter of resignation to be effective immediately.

B. **APPROVAL OF SUPPLEMENTARY AGREEMENT REGARDING THE PAYMENT OF THE COSTS OF EMPLOYEE HEALTH INSURANCE (Reference #6 handout at Board of Education meeting)**

Approval of Supplementary Agreement regarding the payment of the costs of employee health insurance.

C. **RESOLUTION TO ISSUE FUNDING BONDS (Reference #7 - handout at Board of Education meeting)**

Consideration of a Resolution providing for the submission of a proposition to issue Funding Bonds to pay claims presently outstanding against the District to the voters of the District at the general election to be held on the 6<sup>th</sup> day of November, 2012.

**D. APPROVE FY ENDING JUNE 30, 2013 TENTATIVE BUDGET (See reference #8)**

Approve Fiscal Year Ending June 30, 2013 Tentative Budget.

**E. LIL DIVA'S SUMMER PROGRAM**

Authorize year four (4) continuation of Lil Diva's Summer Program beginning Monday, June 25, 2012, ending Thursday July 19, 2012. There will be three (3) program coordinators, Mrs. April Thompson, Mrs. Ester Viverette, and Mrs. Lera Cook. Assisting them will be students from the Village of Ford Heights.

**F. SUMMER YOUTH RECREATIONAL PROGRAM**

Authorize the Summer Youth Recreational Program beginning on Monday, June 25<sup>th</sup> and ending on Thursday, July 26, 2012, Monday - Thursday. Ms. Celestine Burrel will be the coordinator of the program.

This program will service boys and girls ages 6-12. Participating youth will be instructed in the fundamental skills of basketball, softball and fishing. Movie Night will take place on Wednesday from 4:00 p.m. - 7:00 p.m. This program will be based out of the Tidy A. Phillips School. Fishing will be conducted at an offsite location with bus service being provided.

**G. APPROVE CONFERENCES AND WORKSHOPS FY 2012-2013**

1. **NATIONAL ALLIANCE OF BLACK SCHOOL EDUCATORS (NABSE)  
*November 14 - 18, 2012, Nashville, TN***
2. **ILLINOIS ASSOCIATION OF SCHOOL BOARDS/ILLINOIS ASSOCIATION OF SCHOOL ADMINISTRATORS/ILLINOIS ASSOCIATION OF SCHOOL BUSINESS OFFICIALS (IASB/IASA/IASBO) JOINT CONFERENCE  
*November 15-18, 2012, Chicago, IL***
3. **NATIONAL SCHOOL BOARDS ASSOCIATION (NSBA) CONFERENCE  
*April 12 - 16, 2013, San Diego, CA***

4. ASSOCIATION OF SCHOOL BUSINESS OFFICIALS INTERNATIONAL (ASBO) - 98<sup>TH</sup> ANNUAL MEETING - *October 12-15, 2012, Phoenix, AZ*
5. AMERICAN ASSOCIATION OF SCHOOL ADMINISTRATORS (AASA) NATIONAL CONFERENCE, *February 20 - 23 , 2012, Los Angeles, CA*
6. ILLINOIS ASSOCIATION OF SCHOOL ADMINISTRATORS (IASA) 48<sup>TH</sup> ANNUAL CONFERENCE, *October 17 - 19, 2012, Springfield, IL*
7. ILLINOIS ASSOCIATION OF SCHOOL BUSINESS OFFICIALS INTERNATIONAL (IASBO) 62<sup>ND</sup> ANNUAL CONFERENCE - *May 15 - 17, 2012, Schaumburg, IL*
8. ASSOCIATION FOR SUPERVISION AND CURRICULUM DEVELOPMENT (ASCD) 68<sup>TH</sup> ANNUAL CONFERENCE, *March 16-18, 2013, Chicago, IL*

### **ADDENDUM REPORT**

#### **AUTHORIZATION TO APPROVE PRINCIPALS AND ASSISTANT PRINCIPALS PERFORMANCE EVALUATION MODULE AND THE FOUR (4) OVERALL SUMMATIVE EVALUATION RATINGS**

Authorization is sought to approve the Principal and Assistant Principals Performance Evaluation Module and the four (4) overall summative evaluation ratings consistent with the Performance Evaluation Reform Act (PERA) PA Senate Bill Law. The rating categories are as listed below. They are:

Excellent  
Proficient  
Needs Improvement  
Unsatisfactory

### **III. FOR YOUR INFORMATION**

#### **A. SCHOOL MAINTENANCE PROJECT GRANT AWARD**

Members of the Board, you will recall that the District was awarded a School Maintenance Grant in the amount of \$50,000 through the Illinois State Board of Education School Business Services Division.

I am happy to report that we have received the check in the amount of **\$50,000**. We are required to reserve Local School Funds in the amount of **\$68,000**. As such, this dollar amount represents our in-kind dollar for dollar match.

To this end, designated projects at Medgar Evers Primary Academic Center have been completed, and designated projects at Cottage Grove Upper Grade Center is more than fifty percent (50%) complete. The project descriptions are listed below:

**MEDGAR EVERS PRIMARY ACADEMIC CENTER**

- Replace suspended ceiling tile system in the corridors
- Replace inefficient lighting in the corridors with energy efficient lighting

**COTTAGE GROVE UPPER GRADE CENTER**

- Paint Gymnasium ceilings and walls
- Repair and refinish wood flooring in the Gymnasium
- Repair baseboards in the Gymnasium
- Replace fire retarded curtain
- Replace all ceiling lightning with T-5 energy efficient florescent lightning

**B. VILLAGE OF FORD HEIGHTS ANNUAL SUMMER FESTIVAL - JULY 19 - 21, 2012**

Members of the Board, please take note, as it has been our usually practice, we have donated \$700.00 to support the Village of Ford Heights Annual Festival. The Summer Festival will take place July 19 - 21, 2012. *(See reference #9)*

**PART B - CURRICULUM AND STAFF DEVELOPMENT**

Mrs. Joyce McEwen expressed to members that they were in advanced receipt of her report and elaborated on upcoming dates during the month of August, then asked for acceptance as follows:

**I. FOR YOUR INFORMATION**

**A. SUMMER SCHOOL**

As Summer School is winding down, reports coming in from staff and students alike have been absolutely positive in nature. Much work and planning went forth in an effort to have a unique and awesome summer school. To the various Administrators, Instructional Staff, and Personnel, who had a part in this, we say **KUDOS to you all for a job well done!**

The Iowa Test of Basic Skills was also administered during the summer session in order to compare Spring scores with Summer scores. The results will be made available later during the summer.

**B. INSTITUTE DAY - AUGUST 13-15, 2012**

Preparations are being made to implement an awesome and informative three days of Institute for the FY 2012-2013 school year.

Breakout sessions are being planned and will ensure that no one is left behind. All staff and personnel will be involved in breakout sessions which will address their particular job responsibilities.

We anticipate an exciting close to Institute Day for all, and entertain the hope that staff/personnel will enjoy this year's Institute Days.

**C. NEW EVALUATION SYSTEM**

The New Evaluation System mandated by the State of Illinois is supposedly designed to provide Illinois Educators greater support and thus have introduced the PERA legislation (Public Act 096-0861) which requires "Any evaluator undertaking an evaluation after September 1, 2012 must first successfully complete a pre-qualification program provided or approved by the State Board of Education. This program involves rigorous training and an independent observer's determination that the evaluator's ratings properly align to the requirements established by the State Board pursuant to this Article.



September 1, 2012 must first successfully complete a pre-qualification program provided or approved by the State Board of Education. This program involves rigorous training and an independent observer's determination that the evaluator's ratings properly align to the requirements established by the State Board pursuant to this Article.

To this end, Illinois State Board of Education contracted with the Consortium for Educational Change (CEC) to begin rolling out an online, self-paced training in early May for those persons who will be implementing Project Based Learning for the 2012-2013 school year, which is basically what Common Core State Standards embodies. This training and implementation will include the subject areas of Language Arts, Science, Social Studies and Mathematics.

It will be one project at the 8<sup>th</sup> grade level, with resources provided and supported by/from the Media Center. The project topic will center on the 2012 Presidential Election.

District Administrators have begun this training in an effort to meet the above date.

**D. COMMON CORE STATE STANDARDS**

The first question about Common Core State Standards, *What will they look like?*, has been answered. The answer is: *Very different*. The internationally benchmarked standards will emphasize creativity, collaboration, critical thinking, presentation and demonstration, problem solving, research and inquiry, and career readiness.

The second, more challenging question is, *How will we teach these new standards?* For several years, the winds of change have been howling in one direction, pointing educators toward greater focus on depth rather than coverage, thinking rather than memorizing or listing, and demonstrating and performing rather than "hand it in and grade it. Teachers will have to teach *differently*.

To this end, Administration and staff are continuing to work under the assistance of the Vice President of Common Core Services, Center for College and Career Readiness, Dr. Donna McCaw towards implementing Project Based Learning for the 2012-2013 school year, which is basically what Common Core State Standards embodies. This training and implementation will include the subject areas of Language Arts, Science, Social Studies and Mathematics. It will be one project at the 8<sup>th</sup> grade level, with resources provided and supported by/from the Media Center. The project topic will center on the 2012 Presidential Election.

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

Building reports were submitted by the following personnel:

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

*Nicole Conway*, HOME SCHOOL COORDINATOR

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

**F. UPCOMING DATES**

**June 29, 2012**

***Summer School Ends***

**PART C - PUPIL PERSONNEL SERVICES & SPECIAL EDUCATION**

Mrs. Tamara Young informed members that they were in advanced receipt of her report, then asked for acceptance as follows:

**I. FOR YOUR INFORMATION**

**A. END OF THE YEAR STATE AND FEDERAL REPORTS**

The PPS department has been busy completing and submitting the following state and federal reports: Dental, Vision, Homeless, Early Childhood Outcomes, IE Point, IDEA Pre-School and IDEA Flow-Through. All reports are due before the end of June.

The PPS Director went down to the Illinois State Board of Education in Springfield on June 13<sup>th</sup> to obtain egrant training on the IDEA grants. The PPS Director also participated in a webinar on June 21<sup>st</sup> through IE Point regarding Claims Training. The PPS Director has been working with the Business Manager to assure that all claims are inputted and grants are approved.

**B. PREPARATION FOR THE START OF THE 2012-2013 SCHOOL YEAR**

Interviews are being scheduled and have taken place to find the most viable candidate to fill the Special Education teacher position. Early registration letters will be sent out the second week in July to the parents of returning students who receive Special Education Services. PPS department schedules are being created to document meeting dates and upcoming events. Arrangements have been made to provide a doctor for registration to assist parents with obtaining immunizations (free of charge) necessary to allow student enrollment.

**C. SUMMER SCHOOL AND EXTENDED SCHOOL YEAR**

Extended school year has started for all special education students whose IEP deemed them eligible for extended school year services. Arrangements were made to provide related services, transportation, and educational programming for extended school year services. Summer school is provided to those students who did not have extended school year but would benefit from the enrichment of the summer school program.

**PART D - BUSINESS AFFAIRS**

Mrs. Coretta Jackson addressed items in relation to the Tentative Budget. Mrs. Jackson informed members that at the September meeting, she would have final budget amounts for their viewing purposes. Mrs. Jackson went on to expound on the increase in revenues across the board, and then spoke to the Maintenance Grant the

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District was in receipt of. Mrs. Jackson asked if there were any questions? There were none, then she asked for approval of her report as follows:

Motioned/Coleman; Seconded/Viverette to approve Part D - Business Affairs Report.

**I. FOR YOUR AUTHORIZATION**

**A. ACCOUNTS PAYABLE**

Authorization is requested to pay Accounts Payable bills for July 10, 2012 in the amount of **\$360,891.85**.

**B. PAYROLL SUMMARY**

The following is the payroll summary for the month of June 2012 and Summer Payroll Run Outs as detailed below:

June 1, 2012	\$251,473.11
June 15, 2012	\$245,944.90
June 29, 2012	\$220,957.76
<b>Sub Total</b>	<b>\$718,375.77</b>

**Summer Payroll Run Outs**

1 <sup>st</sup> Run Out -	\$106,998.00
2 <sup>nd</sup> Run Out -	\$105,750.37
3 <sup>rd</sup> Run Out -	\$ 98,589.36
Summer School -	\$ 17,008.54
<b>Sub Total</b>	<b>\$328,346.27</b>

**GRAND TOTALS                      \$1,046,722.04**

**C. BUILDING RENTAL**

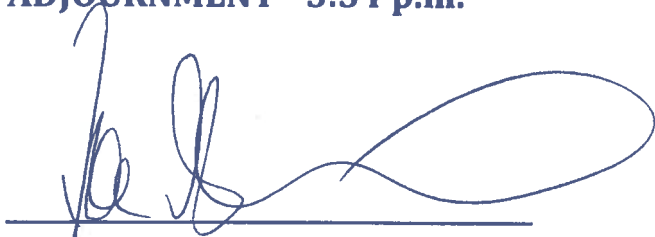
Authorization is requested for the use of the following facilities:

- A.    Date:           July 10, 2012 - August 7, 2012  
      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**

Roll Call:   Ayes:           Coleman, Sherman, Thompson, Viverette  
              Nays:           None  
              Absent:       Cook, Griffin, Mitchell  
              Abstain:     None

**4 ayes, 0 nays, 3 absent, 0 abstain, 0 present - motion carried**

**ADJOURNMENT - 5:34 p.m.**



**Joe Sherman, Board President**



**Ester Viverette, Secretary Pro-Tem**