

**FORD HEIGHTS SCHOOL DISTRICT 169  
MINUTES OF BOARD MEETING HELD  
TUESDAY, JULY 10, 2018**

The meeting was called to order by presiding officer Mr. Mark Mitchell – 5:00 p.m.

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

Upon roll call the following members were present:

Present: Cook, LaWrence, Mitchell, Viverette  
Absent: Coleman, Hayslett, Sherman  
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  
Dr. Sharon Rivers, Principal, Cottage Grove U.G.C.  
Ms. Chantel Jones, Assistant Principal Medgar/Cottage

Legal Counsel: **None**

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

Board President greeted and thanked all in attendance, then inquired if there were any comments from the audience. There were none.

**BOARD PRESIDENT MITCHELL**, then called for a motion to approve agenda.

**AGENDA**

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

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

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**MINUTES**

Motioned/Cook; Seconded/Viverette - to approve the minutes of **June 5, 2018** and **Special Meeting June 9 , 2018**.

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

**CORRESPONDENCE**

None

**PART A - REPORT OF THE SUPERINTENDENT**

**SUPERINTENDENT JACKSON** reminded members of the Board that they were in advanced receipt of his report. Superintendent informed members that there was **ADDENDUM REPORT**, and briefly addressed item. Superintendent Jackson then inquired if there were any questions. There were none. Superintendent Jackson then recommended favorable approval of his report inclusive of **ADDENDUM REPORT** as submitted.

Board President then called for a motion to approve **Report of the Superintendent**.

Motioned/Cook; Seconded/LaWrence - to approve **PART A - REPORT OF THE SUPERINTENDENT, inclusive of ADDENDUM REPORT** as submitted:

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

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**I. FOR YOUR AUTHORIZATION**

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

**1. APPOINTMENTS**

- a. Authorization is sought to appoint **KISHA FLOYD** as a Pre-Kindergarten Teacher, **BA, Step 7** Medgar Evers Primary Academic Center, effective **2018-2019 School Year**.
- b. Authorization is sought to appoint **JARRELL HARRIS** as Paraprofessional, Medgar Evers Primary Academic Center, effective **2018-2019 School Year**.

**B. AUTHORIZE AND APPROVAL OF INDIVIDUALS WITH DISABILITIES EDUCATION ACT (IDEA) FLOW THROUGH AND PRE-SCHOOL GRANT**

This grant provides funds to agencies to help ensure that children with disabilities, including children aged three to five, have access to a free appropriate education.

**C. AUTHORIZE AND APPROVAL OF CONFERENCES/WORKSHOPS FOR 2018-2019**

1. **ASSOCIATION OF SCHOOL BUSINESS OFFICIALS INTERNATIONAL (ASBO) INTERNATIONAL ANNUAL MEETING, SEPTEMBER 21-24, 2018, KISSIMMEE, FL**
2. **ILLINOIS ASSOCIATION OF SCHOOL BOARDS 2018 JOINT ANNUAL CONFERENCE - NOVEMBER 15-18, 2018 - CHICAGO, IL**
3. **NATIONAL ALLIANCE OF BLACK SCHOOL EDUCATORS (NASBE),**



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**46<sup>TH</sup> ANNUAL CONFERENCE NOVEMBER 6-11, 2018 , BALTIMORE, MD**

4. **ASCD (ASSOCIATION FOR SUPERVISION AND CURRICULUM DEVELOPMENT) ANNUAL CONFERENCE, (MARCH 2018), ASCD EMPOWER, MARCH 24-26, 2018, BOSTON, MA**
5. **AMERICAN ASSOCIATION OF SCHOOL ADMINISTRATORS (AASA) 2019 - SCHOOL SUPERINTENDENTS ASSOCIATION 2019 NATIONAL CONFERENCE ON EDUCATION FEBRUARY 14-16, 2019, LOS ANGELES, CA**
6. **NATIONAL SCHOOL BOARDS ASSOCIATION (NSBA) ANNUAL CONFERENCE, MARCH 29-APRIL 2, 2019, PHILADELPHIA, PA**
7. **ILLINOIS ASSOCIATION OF SCHOOL BUSINESS OFFICIALS (IASBO) ANNUAL CONFERENCE – MAY 2-3, 2019, SCHAUMBURG, IL**

**D. AUTHORIZE AND APPROVAL OF THE REVISED TITLE I DISTRICT PLAN**

Authorization is being sought for approval of the **revised** Title I District Plan 2018-2019.

All districts are required to submit and have approved their Title I District Plan, before submitting Title Grant Applications.

**E. AUTHORIZE AND APPROVAL TO SUBMIT EARLY CHILDHOOD - PRE-SCHOOL FOR ALL 3-5 & TITLE I, II, & IV APPLICATIONS FOR THE 2018-2019 SCHOOL YEAR**

Authorization to submit the above grants to the Illinois State Board of Education for Fiscal Year 2018-2019.

**F. AUTHORIZE AND APPROVAL OF ADOPTION OF INSTRUCTION - PROGRAM FOR**

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**CHILDREN ELIGIBLE FOR ACCELERATED PLACEMENT POLICY 6.145 (NEW).  
AND - INSTRUCTION - PROGRAM FOR THE GIFTED AND TALENTED 6.130  
(REVISED) - (See reference #1)**

- G. AUTHORIZE AND APPROVAL OF MILLER COOPER AND COMPANY TO CONDUCT  
DISTRICT AUDIT FOR JULY 1, 2017-JUNE 30, 2018 (See reference #2)**

**ADDEMDUM REPORT**

**I. FOR YOUR AUTHORIZATION**

**A. BUILDING RENTAL**

Authorization is requested for the use of the following facility:

**Date:** Saturday, July 21, 2018  
**Time:** 12:00 p.m. – 7:00 p.m.  
**Place:** Tidye A. Phillips School  
**Contact:** Mr. Mark Mitchell  
**Purpose:** Trunk Party  
**Cost:** Request for Waiver of Fees for Building Rental

**PART B - ASSISTANT SUPERINTENDENT OF BUSINESS ADMINISTRATION  
& OPERATIONS**

**MRS. CORETTA JACKSON** informed members that they were in advanced receipt of her report. **MRS. JACKSON** then inquired if there were any questions. **THERE WERE NONE.** **MRS. JACKSON** then asked for approval of report as submitted.

Motioned/Cook; Seconded/LaWrence - to approve **PART B - ASSISTANT SUPERINTENDENT OF BUSINESS ADMINISTRATION & OPERATIONS REPORT** as submitted:

Roll Call: Ayes: Cook, LaWrence, Mitchell, Viverette  
Nays: None  
Absent: Coleman, Hayseltt, Sherman  
Abstain: None

**4 eyes, 0 nays, 3 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 July 10, 2018 in the amount of **\$232,782.16.**

**B. PAYROLL SUMMARY**

The following is the payroll summary for the month of June 2018, and Summer Payroll Run Outs as detailed below:

June 08, 2018	\$200,031.74
June 22, 2018	<u>\$187,717.59</u>
<b>Sub Total</b>	<b>\$387,749.33</b>

**Summer Payroll Run Outs**

1 <sup>st</sup> Run Out - 6/27/18	\$111,910.32
2 <sup>nd</sup> Run Out - 6/28/18	\$ 96,996.37
3 <sup>rd</sup> Run Out - 6/29/18	<u>\$ 93,348.67</u>
<b>Sub Total</b>	<b>\$302,255.36</b>

**GRAND TOTALS            \$690,004.69**

**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:	June 10, 2018 - August 7, 2018
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:	<b>\$75.00-Sunday/\$25.00 - Thursday</b>

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B.    Date:        Saturday, July 28, 2018  
      Time:        3:00 p.m. – 7:00 p.m.  
      Place:        Medgar Evers  
      Contact:     Jerome Williams  
      Purpose:     Baby Shower  
      Cost:        **\$125.00 - Custodian  
                    (Reference #1)**

C.    Date:        Saturday, August 25, 2018  
      Time:        3:00 p.m. – 7:00 p.m.  
      Place:        Medgar Evers  
      Contact:     Malika James  
      Purpose:     Birthday Party  
      Cost:        **\$125 - Custodian  
                    (Reference #2)**

D.    Date:        Sunday, September 29, 2018  
      Time:        5:00 p.m. – 9:00 p.m.  
      Place:        Medgar Evers  
      Contact:     Malika James  
      Purpose:     Birthday Party  
      Cost:        **\$125.00 - Custodian  
                    (Reference #3)**

**D.    PETTY CASH**

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

Building & Grounds	\$ 200.00
Cottage Grove	\$ 200.00
Medgar Evers	\$ 200.00
District Office	\$ 500.00
Business Office	\$ 200.00
Federal & State	<u>\$ 200.00</u>
<b>Total</b>	<b>\$1,500.00</b>



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**E. IMPREST FUND**

Authorization is requested to replenish Imprest Fund for the 2018-2019 School Year in the amount of **\$25,000.00.**

**F. 2018-2019 FOOD SERVICE PRODUCT BIDS**

Food Service bids were opened on Monday, July 2, 108 at 10:00 a.m. at the District Office, by Mrs. LaSheana Gardner, Administrative Assistant and myself.

We reviewed the bids that were received and I recommend the following vendors for the 2018-2019 School Year:

**VENDOR**

Clover Leaf  
Gordon Foods  
Wilkins Foods

**BID AWARD**

Milk  
Bread  
Portion of Groceries, Staples,  
Paper Goods, Frozen Gordon  
Foods Vegetables, Meat, Fish  
& Poultry  
*(Items will be distributed to  
vendor by bid price)*  
*(Reference #4)*

**PART C - CURRICULUM AND INSTRUCTION**

**MRS. MARILYN BARNES** reminded members of the Board that they were in advanced receipt of her report. Mrs. Barnes inquired if there were any questions? There were none. Mrs. Barnes then asked for acceptance of her report as submitted:

**I. FOR YOUR INFORMATION**

**A. SUMMER SCHOOL**



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Summer School ended on Wednesday, June 20, 2018. Again on this year, Summer School was only three weeks for three days each week (Mondays, Tuesdays, Wednesdays). Students at Cottage Grove were involved in clubs that are extended to students during the regular school year. While the students at Medgar Evers completed projects that were based on **Science, Technology, Engineering, Art, and Math (STEAM)**. In a short turn-around time, much work and planning went forth in an effort to have a unique and awesome summer school experience for all.

Both schools culminated Summer School with a field experience. Cottage Grove students went to Six Flags Great America in Gurnee, Illinois. Medgar Evers students visited the Rainforest Café in Chicago, Illinois. A great time was had by staff and students.

Kudos to the Administrators, Instructional Staff, and Personnel, who had a part in providing these opportunities to our students.

### **B. 2018 - 2019 REGISTRATION**

2018 - 2019 Registration will be held on **Thursday, August 2, 2018** from **9:00 a.m. until 5:00 p.m.**, and **Friday, August 3, 2018** from **10:00 a.m. until 3:00 p.m.** at Medgar Evers Primary Academic Center. Parents will be able to go to our website prior to registration to print forms and submit them during registration. All parents who attend registration will receive school supplies, be put in a raffle for student uniforms, and will be provided with refreshments. Each school will hold registration at their respective buildings starting **Monday, August 6, 2018** and **Tuesday, August 7, 2018**. Robo calls will go out, and flyers will be mailed as a reminder to our parents.

### **C. INSTITUTE DAY- AUGUST 8- 10, 2018**

Preparations are being made for this year's Institute Days.

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Everyone will have professional development for their respective departments to ensure that they are off to a great start. We anticipate an exciting close to Institute Day for all, and entertain the hope that staff/personnel will enjoy this year's activities. Our theme for the 2018 -2019 school year is: ***"Our Road to Excellence."***

**D, MONTHLY BUILDING REPORTS (See references #1-2)**

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.

**E. UPCOMING DATES**

**AUGUST 1, 2018**

All Pupil Personnel Service (PPS), Attendance Officers, and Food Service Staff

**AUGUST 2 - 3, 2018**

Student Registration for parents will be held at Medgar Evers Primary Academic Center:

- Thursday, August 2<sup>nd</sup>: 9:00 a.m. – 5:00 p.m.
- Friday, August 3<sup>rd</sup>: 10:00 a.m. – 3:00 p.m.

**AUGUST 3, 2018**

New Teacher Orientation– 10:00 a.m. (in each building)

**AUGUST 6 -7, 2018**

Late Registration in each respective school building

- 8:00 a.m. – 3:00 p.m.

**AUGUST 8 - 10, 2018**

Teacher's Institute Days at Cottage Grove Upper Grade Center

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**AUGUST 13, 2018**

First Student Attendance Day (Full day attendance)

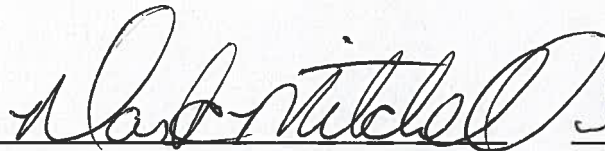
**BOARD PRESIDENT MITCHELL** called on Principal Rivers to give a status update on the activities/happenings in their respective buildings.

**PRINCIPAL RIVERS** gave a shout out to all twelve (12) month employees who work through the summer. She gave kudos to her custodial and food service staff workers, as well as, front office staff for a job well done.

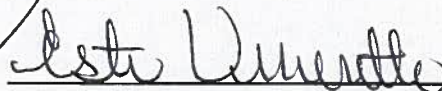
**BOARD PRESIDENT MITCHELL** called for a motion to adjourn.

**ADJOURNMENT: 5:05 p.m.**

Motioned/Cook; Seconded/Viverette - to adjourn meeting



Mr. Mark Mitchell, President



Mrs. Ester Viverette, Secretary