

**FORD HEIGHTS SCHOOL DISTRICT 169
MINUTES OF BOARD MEETING HELD
TUESDAY, JULY 8, 2014**

The meeting was called to order by presiding officer Mrs. Ester Viverette – **5:00 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. Joyce McEwen, Assistant 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)

None

Board member Mitchell arrived at 5:07 p.m.

AGENDA

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

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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MINUTES

Motioned/Sherman; Cook- to approve the minutes of *June 4, 2014 (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

None

PART A - REPORT OF THE SUPERINTENDENT

Superintendent Jackson called to the attention of those in attendance, the newly appointed Administrators. Supt. Jackson called each of their names, along with their new titles and placement. He expressed that he looked forward to great things from all those mentioned.

Superintendent Jackson then addressed his Addendum Report, and asked for approval as submitted, then expressed to members that a copy of the Resolution which was prepared for the home going of Mrs. Gloria Bryant, was attached for their viewing purposes.

He then recommended approval of the SEIU Local 73 contract. Superintendent Jackson went on to state that included in members' packets was a letter from SEIU Local Representative, Ms. Brenda Woodall, indicating that the Ford Heights School District SEIU Local rank and file, did ratify the proposed contract.

Dr. Jackson went on to state that a contract for the next four (4) years had been negotiated, providing for a 3.5% increase beginning with the 2013-2014 school year.

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Superintendent Jackson indicated that some members were open to returning Board of Education meetings to the time of 4:00 instead of 5:00. After Board President having done a brief poll, it was the general consensus that the current meeting time of 5:00 p.m. would remain in effect, at this time.

Supt. Jackson spoke to the tentative budget submitted by Mrs. Coretta Jackson, Coordinator of Business Affairs.

At this juncture, Supt. called forth Mrs. Sharon Rivers and Ms. Monique Johnson who did a presentation of Field Day held at both schools respectively. Each Principal addressed the many and varied activities, which were held in great depth and detail. Both ladies named specific individuals who were key in making the summer events a success.

In their conclusions, Mrs. Rivers and Ms. Johnson, thanked members of the Board and the Superintendent for allowing them the opportunity to serve the District, and expressed that they both looked forward to doing a great job in their new positions as their predecessors.

Superintendent Jackson, then asked for approval of his report as submitted:

Motioned/Sherman; Seconded/Mitchell - to approve **Part A - Administration**

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. PRESENTATION - Field Day Experience - Mrs. Sharon Rivers, Principal Cottage Grove Upper Grade Center, and Ms. Monique Johnson, Principal Medgar Evers Primary Academic Center

II. FOR YOUR AUTHORIZATION

A. APPROVE CONTRACT BETWEEN FORD HEIGHTS SCHOOL DISTRICT BOARD OF EDUCATION AND SEIU LOCAL 73 (see reference #1)

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It is recommended that the Board of Education approve the contract agreement between the Board of Education and School District 169 SEIU Local 73 as agreed upon.

This contract agreement covers the next four (4) years, at **three point five percent (3.5%)** in **2014-2015**, **three point five percent (3.5%)** in **2015-2016**, **three point five percent (3.5%)** in **2016-2017**, and **three point five percent (3.5%)** in **2017-2018**, and that the Administration be authorized to make payments as specified in the agreement as outlined.

Members of the Board are to be aware that a replica of the proposed agreement is attached for your viewing, an original copy will be presented to the Board President and Secretary, for their signatures.

B. PERSONNEL (*Pending Receipt of All Personnel Required Documents*)

1. APPOINTMENT - PSYCHOLOGICAL CONSULTANT SERVICES

Dr. Andre Halliburton is currently a Tenured Associate Professor of Psychology at Prairie State College. He was previously employed in our District. Authorization is sought to approve Dr. Andre Halliburton to provide Psychological and Consultive Services for **FY 2014-2015**, for the following service fees:

Psychological Cases; \$1000 per case
Consultive Services ; \$15,000

C. APPROVE FISCAL YEAR (FY) ENDING JUNE 30,2015 TENTATIVE BUDGET
(See reference #2)

D. APPROVE CONFERENCES AND WORKSHOPS FY 2014-2015

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1. **ASSOCIATION OF SCHOOL BUSINESS OFFICIALS INTERNATIONAL (ASBO) 2014 ANNUAL MEETING, SEPTEMBER 19-22, 2014 KISSIMMEE, FL**
 2. **ILLINOIS ASSOCIATION OF SCHOOL ADMINISTRATORS (IASA) 50TH ANNUAL CONFERENCE, OCTOBER 8-10, 2014 SPRINGFIELD, IL**
 3. **NATIONAL ALLIANCE OF BLACK SCHOOL EDUCATORS (NASBE)- NOVEMBER 18-24, 2014 KANSAS CITY, MO**
 4. **ILLINOIS ASSOCIATION OF SCHOOL BOARDS/ILLINOIS ASSOCIATION OF SCHOOL ADMINISTRATORS/ILLINOIS ASSOCIATION OF SCHOOL BUSINESS OFFICIALS (IASB/IASA/IASBO) JOINT CONFERENCE NOVEMBER 20-24, 2014 CHICAGO, IL**
 5. **AMERICAN ASSOCIATION OF SCHOOL ADMINISTRATORS (AASA) NATIONAL CONFERENCE, FEBRUARY 26-28, 2015 SAN DIEGO, CA**
 6. **NATIONAL SCHOOL BOARDS ASSOCIATION (NSBA) CONFERENCE MARCH 20-24, 2015 NASHVILLE, TN**
 7. **ASSOCIATION FOR SUPERVISION AND CURRICULUM DEVELOPMENT (ASCD) 69TH ANNUAL CONFERENCE, MARCH 21-23, 2015 HOUSTON, TX**
 8. **AMERICAN ASSOCIATION OF SCHOOL BUSINESS OFFICIALS INTERNATIONAL (IASBO) ANNUAL CONFERENCE, APRIL 30-MAY 2, 2015 SCHAUMBURG, IL**
- E. APPROVE BOARD OF EDUCATION MEETING DATES FOR FISCAL YEAR (FY 2014-2015)**

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TUESDAY, AUGUST 5, 2014

TUESDAY, SEPTEMBER 9, 2014

TUESDAY, OCTOBER 7, 2014

**NOVEMBER DATE IS TO BE DETERMINED - TUESDAY, NOVEMBER 11,
2014 IS VETERANS DAY -NO SCHOOL**

TUESDAY, DECEMBER 9, 2014

TUESDAY, JANUARY 6, 2015

TUESDAY, FEBRUARY 10, 2015

TUESDAY, MARCH 10, 2015

TUESDAY, APRIL 7, 2015

TUESDAY, MAY 5, 2015

TUESDAY, JUNE 9, 2015

PART B - CURRICULUM AND STAFF DEVELOPMENT

Mrs. Marilyn Barnes expounded on the new Power School software that would be adopted by the School District for the 2014-2015 school year. Mrs. Barnes went into great details about the many capabilities of this software and all the various portals available to teachers, and parents.

Mrs. Barnes addressed the three (3) teachers, through a partnership with GSU, who attended a workshop, and received materials which they could share with additional staff, as well as, with their students to enhance their learning experiences.

Mrs. Barnes concluded, by asking for acceptance of her report as submitted to the Superintendent.

I. FOR YOUR INFORMATION

A. PROFESSIONAL DEVELOPMENT IN BENSENVILLE

On Wednesday, June 11, 2014 through Friday, June 13, 2014, teachers and administrators from both Medgar Evers Primary Academic Center and Cottage Grove Upper Grade Center, attended

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a Professional Development in Bensenville, IL. The three (3) day conference was entitled “**Standards, Assessments & Differentiation, Oh My!**”

A total of thirteen(13) teachers and three (3) administrators were in attendance. Each morning, attendees were privileged to attend general sessions which were facilitated by Dr. Carol Ann Tomlinson, who is best known for her innovative work with techniques of differentiation in education.

In the afternoons, staff could choose two (2) breakout sessions to attend on various topics such as: Differentiating Instruction, Common Core Math and English Language Arts, PARCC Readiness, Writing, etc. There was absolutely something for everyone to choose from, and staff who attended was very excited about what they learned, and are eager to return to the District and implement and impart that knowledge to the students of Ford Heights School District 169.

We are very appreciative of this opportunity that was afforded to us and look forward to even more staff members attending on next year.

B. POWERSCHOOL TRAINING

In an effort to prepare for the implementation of PowerSchool for the **2014-2015** school year, the Administrative, District, and Building level staff have been working to import data into the new PowerSchool system.

On **Monday, June 30, 2014** staff district-wide participated in an all day Professional Development, to learn how to navigate through PowerSchool, as well as, learn the various features, and how to learn tasks which are associated with their daily job responsibilities, and

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to this end we are working on a second date for continuation of the PowerSchool training.

C. INSTITUTE DAY - AUGUST 13-15, 2014

Preparations are being made for the three days for Institute. Institute days promises to be awesome and informative. Breakout sessions are being planned and will ensure that no one is left behind.

All staff and personnel will be involved in breakout sessions specific to their immediate job titles.

Our theme for the **2014-2015** school year is: ***“Choose Excellence!”***

D. GOLDEN APPLE INQUIRY SCIENCE INSTITUTE

Beginning **Monday, July 7, 2014 through Friday, July 11, 2014**, teachers from Medgar Evers Primary Academic Center will attend training sessions at the Museum of Science & Industry, in Chicago, IL.

This opportunity has been afforded to us by way of a grant through Governors State University for teachers to receive Professional Development, which is focused on ***“Inquiry Science,”*** with a goal of increasing and improving Science instruction in the partner school and raising student achievement on the Science portion of the I.S.A.T.

The teachers who will be attending from Medgar Evers Primary Academic Center are:

JENNIFER ROBERTS, KINDERGARTEN TEACHER

LILLIAN JONES, THIRD GRADE TEACHER

SANDRA SEARS, SPECIAL EDUCATION TEACHER

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The following week Monday, **July 14, 2014 through Friday, July 18, 2014**, both Science teachers from Cottage Grove Upper Grade Center will attend the same conference, geared towards the grade levels they teach. Those teachers are:

MATRINO ENO, SCIENCE TEACHER 5/6 GRADE

LETA CHESSER, SCIENCE TEACHER 7/8 GRADE

All materials will be provided for free of charge to teachers, and handed out to them for use in their classrooms with students. Teachers will also receive an Internet-Based Repository of Inquiry Science resources, to use as well.

During the school year and next summer, teachers will be given follow-up workshops.

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

A report has been submitted by the following personnel:

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

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

Nicole Conway-Fason, Home-School Coordinator

F. UPCOMING DATES

AUGUST 6-7, 2014

Registration at Cottage Grove Upper Grade Center for new students to the District, Kindergarten, Pre-Kindergarten and returning Non-Registered students

AUGUST 13-15, 2014

Institute Days

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AUGUST 18, 2014

First Day of School - 8:00 a.m. - 1:00 p.m.

(Early Dismissal)

AUGUST 19, 2014

First Full Day of School

PART C- FEDERAL/STATE PROGRAMS

As requested by Superintendent Jackson, Mrs. Stephan spoke to the 87% of parents who had preregistered, as well as the method of informing parents of the change in uniforms for the upcoming year. She stated this was done through flyers, letters, and notices. Mrs. Stephen said that door to door canvassing would be conducted during the month of July and August. She expressed that during Early registration for those who had not preregistered, there would be a table highlighting the new uniforms, along with information as to where they could be purchased. She further expressed that a lot of people were instrumental in getting the necessary information out to parents, and she thanked them for their tireless efforts. Mrs. Stephen ended her report by asking for approval of Item IA.

Motioned/Sherman; Seconded/Cook - to approve **Part A - Administration**

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. PROFESSIONAL DEVELOPMENT CONSULTANTS

Authorization is sought to approve the continued renewal of the following consultants for Professional Development for the **2014-**

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2015 School Year. Consultants will be paid from Title I monies.
The consultants are:

Dr. Lisa Chang	\$18,000	Mathematics
Dr. Kay Dugan	\$18,000	Reading/Language Arts Administrative Monitoring in relations to Common Core
Mr. Reginald Wright	\$10,000	Teaching Math through Music (Working with students)
Dr. Donna Novickas	\$ 3,000	Grant Writing

Contingent upon available Title I Funds

II. FOR YOUR INFORMATION

A. 2014 REGISTRATION (*See attachments*)

School District 169 had a successful turn out for Early Registration with 87%of parents returning registration forms.

Regular registration will be held for parents that did not return their Early Registration Packets and for new families that have moved into the community, starting on Wednesday, August 6, 2014 at 9:00 a.m. - 5:00 p.m., and on Thursday, August 7, 2014 from 10:00 a.m. - 3:00 p.m. at Medgar Evers Primary Academic Center in the gymnasium.

We are encouraging all Cottage Grove Upper Center parents to come and pick up their child/ren class schedule(s). All parents who attend registration, will receive lunch which consists of a hotdog, a bag of chips and drinks.

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Pre-Kindergarten open enrollment is in the process. Parents can go to the Parent Center at Tidye A. Phillips to register their child/ren for Pre-Kindergarten.

B. NEW UNIFORMS

Starting July 1, 2014, all Ford Heights School District students will wear the approved Board of Education new uniform colors of Burgandy shirts and Khaki pants and skirts.

Packets have been mailed home twice and sent home with our Summer School students on Wednesday, June 25, 2014, to remind parents of the new uniform colors.

During Registration, a uniform table will be provided for parents to view the new colors and receive a list of stores where they can purchase the new uniforms.

C. ELIM CHRISTIAN SERVICES SCHOOL KIT DONATIONS APPROVED

Elim Christian Services is a Christian organization who is committed to partnering with people and ministries locally and internationally in an effort to bless people locally and globally, by providing kits of this kind. They are well known for reaching out to communities with special needs children.

Elim has once again, for the third year chosen Ford Heights School District 169 as a target location to donate "Back to School" kits to our community.

In order to receive a kit, parents will need to present proof of registration. We are very thankful that our District was chosen again.

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D. FRESH FRUITS AND VEGETABLES PROGRAM (FFVP)

Our District has been awarded the **2014-2015 Fresh Fruit and Vegetable Program (FFVP)** Grant. The FFVP is a federally assisted program providing free fruits and vegetables to students in participating elementary school districts during the school day.

The intent of the FFVP is to improve children's overall diets and create healthier eating habits, which can impact their present and future health.

The goals of the FFVO is to expand the variety of fruits and vegetables children experience, make an impact in children's diets to improve present and future health, and to increase children's fruit and vegetable consumption.

PART D - PUPIL PERSONNEL SERVICES & SPECIAL EDUCATION

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

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, attendance and IE Point. IDEA Pre-School and IDEA Flow-Through grants are also being prepared to supplement expenses for the upcoming school year. All reports and grants are due before the end of June.

B. PREPARATION FOR THE START OF THE 2014-2015 SCHOOL YEAR

The PPS Director attended and participated in the administrative retreat. The administrative retreat allowed for the superintendent of schools and all other administrator to recap on the previous school year and discuss changes and opportunities for the upcoming year. We also analyzed data, planned and prepared for school year 2014-2015.

Available positions have been posted and interviews are taking place to fill the open positions for the upcoming school year. Registration information was sent out and collected at the end of last school year as we get a jump start on completing enrollment for returning students who receive Special Education Services. PPS department schedules are being created to document meeting dates and upcoming events.

The administrative team has been working diligently with Danielle Ashley publishing company on creating the fall news letter for the opening of school.

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 E - BUSINESS AFFAIRS

Mrs. Coretta Jackson took the time took the opportunity to inform members who were given the bid for lighting/sound systems, and the work that would go forth in relation to the lighting/sound systems.

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Mrs. Jackson also expressed that "Hats" and "T-Shirts", had been purchased for custodial staff, to help protect them from the harsh elements of the summer, when working outside in the heat.

Mrs. Jackson also spoke to the upgrades that would be taking place in the various schools, and stated that upgrades were able to be done through grants she had submitted and received from the Illinois State Board of Education. Mrs. Jackson inquired if there were any questions, then asked for approval of her report as submitted:

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

I. FOR YOUR AUTHORIZATION

A. ACCOUNTS PAYABLE

Authorization is requested to pay Accounts Payable bills for July 8, 2014 in the amount of **\$361,989.98**.

B. PAYROLL SUMMARY

The following is the payroll summary for the month of June 2014 and Summer Payroll Run Outs as detailed below:

June 13, 2014	\$215,658.35
June 16, 2014	\$ 309.37
<u>June 27, 2014</u>	<u>\$234,052.08</u>
Sub Total	\$450,019.80

Summer Payroll Run Outs

1 st Run Out -	\$115,782.16
2 nd Run Out -	\$115,235.38
3 rd Run Out -	\$106,630.72
4 th Run Out -	<u>\$ 19,746.02</u> Summer School
Sub Total	\$357,394.28

GRAND TOTALS **\$807,414.08**

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: July 8, 2014 -August 5, 2014
Time: 12:00 p.m.-3:00 p.m./7:00 p.m.-8:00 p.m.
Place: Tidye A. Phillips
Contact: Steve McGhee
Glory Be To God Ministry
Purpose: Religious Purposes
Cost: **\$75.00-Sunday/\$25.00-Friday**
- B.** Date: July 8, 2014 - August 5, 2014
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**
- C.** Date: Saturday, August 9, 2014
Time: 12:00 p.m.-4:00 p.m.
Place: Tidye A. Phillips
Contact: Shawn Aldridge
Purpose: Back to School Event
Cost: **\$175.00 - Custodial Fee
Reference#1**
- D.** Date: Saturday, August 23, 2014
Time: 3:00 p.m.-6:00 p.m.
Place: Tidye A. Phillips
Contact: Remon Ellis
Purpose: Baby Shower
Cost: **\$175.00 - Gym, \$100.00 - Custodial Fee
(Reference #2)**

D. PETTY CASH

Authorization is requested to replenish a Petty Cash for the 2014-2015 School Year:

Building & Grounds	\$ 200.00
District Office	\$ 500.00
Business Office	\$ 200.00
Federal & State	\$ 200.00
PPS	\$ 200.00
Total	\$1,300.00

E. IMPREST FUND

Authorization is requested to replenish Imprest Fund for the 2014-2015 School Year in the amount of **\$25,000.00.**
(Reference #3)

F. 2014-2015 FOOD SERVICE PRODUCT BIDS

Food Service bids were opened on Monday, June 23, 2014 at 10:00 a.m. at the District Office by Ms. Mary Stennis, Food Service Director and Ms. Vivian Carter, Secretary and myself.

The Food Service Manager reviewed the bids that were received and recommended the following vendors for the 2014-2015 School Year:

VENDOR

BID AWARD

CloverLeaf Farms

Milk

Gordon Foods

Bread, Frozen Vegetables, Meat, Fish & Poultry, Paper Goods
(Items will be distributed to vendor by bid price)

Wilkens Foods

Bread, Portion of Groceries, Staples,
(Items will be distributed to vendor by bid price)
Reference #4

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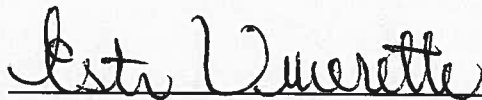
Roll Call: Ayes: Cook, LaWrence, Mitchell, Sherman, Viverette
Nays: None
Absent: Coleman, Hayslett
Abstain: None
5 ayes, 0 nays, 2 absent, 0 abstain, 0 present – motion carried

Toward the end of the meeting, a brief conversation was held regarding the expansion of the concession stand at Cottage Grove Upper Grade Center.

Board members each took time to give accolades to the new Administrator's, as well as, those already in place and staff, for a job well done!

ADJOURNMENT- 6:10 p.m.

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



Ester Viverette, Board President



Lera Cook, Board Secretary