

FORD HEIGHTS SCHOOL DISTRICT 169
MINUTES OF SPECIAL BOARD MEETING HELD TUESDAY, JULY 5, 2011

The meeting was called to order by presiding officer Mr. Joe Sherman - 6:04 p.m.

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

Upon roll call the following members were present:

Present: Coleman, Cook, Griffin, Mitchell, Patterson-Thompson,
Sherman, Viverette

Absent: None

Also Present: Dr. Gregory T. Jackson, Superintendent
Mrs. Joyce McEwen, Assistant Superintendent
Mrs. Coretta Jackson, Coordinator of Business Affairs
Mrs. Marilyn Barnes, Principal, Medgar Evers P.A.C.
Mrs. Stephanie Stephen, Principal, Cottage Grove U.G.C.

Legal Counsel: Raymond Hauser

PUBLIC HEARING:

Attorney Raymond Hauser was given the floor in order to state the reason for the Public Hearing (Special Board meeting) and for the proposed issuance of the Funding Bonds were as follows: To pay claims against the District.

Attorney Raymond Hauser expressed that the Public Hearing was called in order to receive comments on the proposal to sell bonds in the amount of 4,020,000 for the purpose of paying claims against the District and bonds in the amount of \$3, 5000,000 for the purpose of increasing the working cash fund of the district.

Whereupon Attorney Raymond Hauser asked for additional comments from the members of the Board of Education: There were **NONE**

Written testimony concerning the proposed issuance of the Funding Bonds was read into the record by the Secretary and is attached hereto as Exhibit I:
NONE

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Whereupon the Attorney Raymond Hauser asked for oral testimony or any public comments concerning the proposed issuance of the Funding Bonds. Statements were made by the following: **NONE**

Attorney Raymond Hauser then announced that all persons desiring to be heard had been given an opportunity to present oral and written testimony with respect to the proposed issuance of the Funding Bonds.

The Attorney then explained that the reasons for the proposed issuance of the Working Cash Fund Bonds were as follows: To increase the working cash fund of the District.

Whereupon Attorney Raymond Hauser, asked for additional comments from the members of the Board of Education. Additional comments were made by the following: **NONE**

Written testimony concerning the proposed issuance of the Working Cash Fund Bonds was read into the record by the Secretary and is attached hereto as Exhibit II: **NONE**

Whereupon Attorney Raymond Hauser, asked for oral testimony or any public comments concerning proposed issuance of Working Cash Fund Bonds. Statements were made by the following: **NONE**

Attorney Hauser then announced that all persons desiring to be heard had been given an opportunity to present oral and written testimony with respect to the proposed issuance of the Working Cash Fund Bonds.

Member Cook moved and Member Coleman seconded the motion that the Hearing be finally adjourned.

After a full discussion thereof, the President directed that the roll be called for a vote upon the motion.

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Upon the roll being called, the following members voted Aye:

Roll Call: Ayes: Coleman, Cook, Griffin, Mitchell, Patterson-Thompson,
Sherman, Viverette
Nays: None
Absent: None
Abstain: None
7 ayes, 0 nays, 1 absent, 0 abstain, 0 present - motion carried.

Whereupon the President declared the motion carried and the Hearing was finally adjourned.

REGULAR SESSION:

QUESTIONS FROM PUBLIC (3 Minutes)

NONE

AGENDA

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

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

MINUTES

Motioned/Viverette; Seconded/Mitchell - to approve the minutes of *June 7, 2011 (Regular)* and *Closed Session*.

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

CORRESPONDENCE

Mrs. Anne Summers - Thanking Board of Education and for the Retirement luncheon and gifts.

Mrs. Leoria Bady, Mrs. Vivian Carter, Mr. Clifford Rush and Ms. Jacqueline Rush - Thanking Board of Education and faculty for the kindness shown during their time of bereavement.

PART A - REPORT OF THE SUPERINTENDENT

Superintendent Jackson, called to the Board's attention Mrs. Tamara Young, who would be acting Interim Director of Pupil Personnel Services and Special Education, and expressed that this position was filled in-house, and he was looking forward to working with Mrs. Young, as he believes she will ultimately become his recommendation to fill the position permanently.

Superintendent then reminded members of the Board that they were in advanced receipt of his report and asked for approval.

Board President called for a motion to approve the Superintendent's report. However, Board member Patterson-Thompson, made a motion that item B under Appointments (**CONTRACT EXTENSION - DLM SCHOOL BUS LINE, INC.**) be tabled for discussion, until the Special Board Meeting scheduled for Tuesday, July 12, 2011. Board member Viverette seconded.

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Motioned/Patterson-Thompson; Seconded/Viverette – to table item as listed below for further discussion at July 12, 2011 meeting:

B. CONTRACT EXTENSION - DLM SCHOOL BUS LINE, INC. (See reference #4)

Authorization is sought to extend the DLM School Bus Line Inc. contract for the “Regular Education, Special Education In District and Out of District Special Education”, for an additional year, commencing FY2012-2013, at the current rates and terms provided for these services during the 2011-2012 contract term.

Roll Call: Ayes: Coleman, Cook, Mitchell, Patterson-Thompson
Sherman, Viverette
Absent: None
Nays: Griffin
Abstain: None
6 ayes, 1 nays, 0 absent, 0 abstain, 0 present - motion carried.

Motioned/Cook; Seconded/Coleman – to approve the remainder of the Superintendent’s report as follows:

I. FOR YOUR AUTHORIZATION

A. PERSONNEL (PENDING RECEIPT OF ALL PERSONNEL REQUIRED DOCUMENTS)

1. LETTERS OF RESIGNATION

a. Mrs. Sheila Pickens, Director of Pupil Personnel Services and Special Education, has submitted a letter of resignation to be effective **Thursday, June 30, 2011.** (See reference #1)

- b. Mrs. Kameyal Alexander**, Guidance Counselor, Pupil Personnel Services, has submitted a letter of resignation to be effective **Tuesday, June 7, 2011**. *(See reference #2)*

2. APPOINTMENTS

- a. Authorization is sought** to appoint **Mrs. Tamara Young**,) Social Worker Pupil Personnel Services & Special Education, as Interim Director of Pupil Personnel Services & Special Education for the 2011-2012 school year. **\$75,000** (Interim Salary *(See reference #3)*)
- b. Authorization is sought** to hire **Mr. Troy Juniel** as Social Studies teacher at Cottage Grove Upper Grade Center for 7th & 8th Grades, effective the 2011-2012 school year. BA Step 4, **\$40,519**

C. APPROVE CONFERENCES AND WORKSHOPS FY 2011-2012

Authorization is sought to approve the below listed conferences and workshops:

- 1. NATIONAL ALLIANCE OF BLACK SCHOOL EDUCATORS (NABSE)**
November 15-21, 2011 - New Orleans
- 2. ILLINOIS ASSOCIATION OF SCHOOL BOARDS/ILLINOIS ASSOCIATION OF SCHOOL ADMINISTRATORS/ILLINOIS ASSOCIATION OF SCHOOL BUSINESS OFFICIALS (IASB/IASBO) JOINT CONFERENCE**
November 17-21, 2011, Chicago, IL
- 3. NATIONAL SCHOOL BOARDS ASSOCIATION (NSBA) CONFERENCE,**
April 21-23, 2012 - Boston, MA

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4. ASSOCIATION OF SCHOOL BUSINESS OFFICIALS INTERNATIONAL (ASBO) - 97TH ANNUAL MEETING - *September 16-19, 2011 - Seattle, WA*
5. AMERICAN ASSOCIATION OF SCHOOL ADMINISTRATORS (AASA) *February 16-19, 2012 - Houston, TX*
6. ILLINOIS ASSOCIATION OF SCHOOL ADMINISTRATORS (IASA) *April 23 - 27, 2012 - Springfield, IL*
7. ILLINOIS ASSOCIATION OF SCHOOL BUSINESS OFFICIALS INTERNATIONAL (IASBO) - 97TH ANNUAL MEETING - *May 16-18, 2012, Peoria, IL*

II. FOR YOUR INFORMATION

A. MONTHLY ENROLLMENT - SUMMER SCHOOL

<u>COTTAGE GROVE</u>		<u>MEDGAR EVERS</u>	
GRADE 4	35	PRE-K - KINDERGARTEN	25
GRADE 5	36	GRADE 1	23
GRADE 6	28	GRADE 2	20
GRADE 7	<u>22</u>	GRADE 3	<u>17</u>
TOTAL	121	TOTAL	85

GRAND TOTAL 206

Board member Coleman, also requested that the Agenda for the next scheduled Board meeting, allows for discussions pertaining to organizations and activities taking place in the Tidye A. Phillips school.

PART B - CURRICULUM AND STAFF DEVELOPMENT

Mrs. Joyce McEwen, Assistant Superintendent addressed items in her report and expressed that items were informational only, then asked for acceptance as follows:

I. FOR YOUR INFORMATION

A. SPECIAL PROJECTS COMPLETED

The Special Projects Grant, funded by South Cook Intermediate Service Center (ISC-4), which involved the Design Teams, Principals and Assistant Superintendent, has been completed. The grant involved the above personnel having to align the Common Core Standards in Language Arts to those of the Illinois Learning Standards, as well as, having to update the Action Plan for instruction that teachers will use in 2011-2012 in an effort to guide them in instruction and keep them on task.

A portion of the Special Projects Grant, also had Administration to identify and distribute an Individualized Professional Development Plan Strategy for teachers to use, which was based on classroom observance and also teacher input. This will be implemented as a pilot project during the 2011-2012 school year, and will be utilized for teachers to continue a focus in their professional growth.

The overall Special Projects Grant will be completed June 30, 2011.

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B. SUMMER SCHOOL

As Summer School has winded 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 administered during the summer session in order to compare Spring scores with Summer scores. The results will be made available later during the summer.

C. INSTITUTE DAY - AUGUST 10-12, 2011

Preparations are being made to implement an awesome and informative three days of Institute for the FY 2011-2012 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.

D. CREATIVE CURRICULUM TRAINING

The Pre-Kindergarten staff, along with incoming Assistant Principal, Howard Coleman, and Mrs. Joyce McEwen, Assistant Superintendent, attended a three (3) day training involving the 5th edition of Creative Curriculum.

This curriculum incorporates the most current research to build teacher's professional knowledge on guiding children's learning and explains best practices in working with young children and families. The curriculum defines the objectives for children's development and learning that are most predictive of school success and offers strategies for promoting children's social-emotional development as well as content area skills. It clearly articulates the "what" and "why" of preschool teaching. The curriculum gives teachers at all levels of experience the necessary knowledge base for preparing all children to succeed in school and in life.

An additional component of this curriculum, "Golden Assessments for Creative Curriculum," is an assessment which identifies what individual students have learned compared to what is expected for a specific age span. It also guides the types/levels of things and subjects teachers are to be teaching to specific students. The results from the assessment are used to keep parents abreast of all progress made and absolutely can be used in lieu of report cards because of the conclusive information.

E. TECHNICAL ASSISTANCE TRAINING

Technical Assistance Training for No Child Left Behind Title I and IIA, will be attended by Mrs. Joyce McEwen, Assistant

Superintendent, and Mrs. Leoria Bady, Bookkeeper Federal/State. This training will be held in Lombard, IL on June 29, 2010.

F. NO CHILD LEFT BEHIND GRANTS

No Child Left Behind Consolidated Grants have been submitted for the 2011-2012 school year for approval. The Pre-Kindergarten Competitive Grant has been submitted as well, and we are awaiting approval.

G. MONTHLY BUILDING REPORTS (See reference #1-3)

Building reports were submitted by the following personnel:

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

Nicole Conway Fason, HOME/SCHOOL COORDINATOR

Stephanie Stephen, PRINCIPAL COTTAGE GROVE UPPER GRADE CENTER

PART C – PUPIL PERSONNEL SERVICES & SPECIAL EDUCATION

Superintendent Jackson presented the above report and reminded members of the Board that they were in advanced receipt of report, and items were informational only, 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 Flow-through, IDEA Pre-School, ARRA Flow-through and ARRA Pre-school. All reports are due before the end of June.

B. SUMMER SCHOOL AND EXTENDED SCHOOL YEAR

Arrangements were made to provide related services, transportation, and educational programming to students whose IEP required extended school year services. In addition, summer school was provided to those students wherein it was identified as a needed service due to student recoupment and regression issues.

C. PREPARATION FOR THE START OF THE 2111-2012 SCHOOL YEAR

Interviews are being scheduled to find the most viable candidate to fill the District Counseling position. The process of searching for a new District Social Worker/Case Manager has been initiated.

The Interim Director of Pupil Personnel and Special Education Services has been transitioning and becoming acclimated to the position. Early registration letters are being sent out to the parents of returning students who receive Special Education Services. Arrangements have been made to provide a doctor for registration to assist parents with obtaining immunizations (free of charge) necessary to allow student enrollment.

PART D – BUSINESS AFFAIRS

Mrs. Coretta Jackson, reminded members of the Board they were in advanced receipt of her report, then asked for favorable approval as follows

Motioned/Cook; Seconded/Coleman – to approve Part D- Business Operations Report.

I. FOR YOUR AUTHORIZATION

A. ACCOUNTS PAYABLE

Authorization is requested to pay Accounts Payable bills for July 5, 2011 in the amount of **\$379,651.14.**

B. PAYROLL SUMMARY

The following is the payroll summary for the month of June, 2011 and Summer Payroll Run Outs as detailed below:

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June 3, 2011	\$203,349.74
June 17, 2011	<u>\$225,612.48</u>
Sub Total	\$428,962.22

Summer Payroll Run Outs

1 st Run Out – 6/27/11	\$120,088.31
2 nd Run Out – 6/28/11	\$120,088.31
3 rd Run Out – 6/29/11	\$115,005.97
Summer School 6/27/11	\$ 29,300.34
Summer School 6/28/11	\$ 14,423.32
Payroll Correction 6/29/11	<u>\$ 250.00</u>
Sub Total	\$399,156.25

GRAND TOTALS \$828,118.47

C. BUILDING RENTALS

Authorization is requested for the use of the following facilities:

- A.** Date: July 5, 2011 – August 9, 2011
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**
- B.** Date: July 5, 2011 August 9, 2011
Time: 9:30 a.m. – 11:00 a.m./7:00p.m. – 8:00 p.m.
Place: Tidye A. Phillips
Contact: Pastor Shawn Aldridge

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Beyond the Veil Kingdom Ministries
Purpose: Religious Purposes
Cost: **\$75.00 – Sunday/\$25.00 – Thursday**

C. Date: July, 2011 – January, 2012 (see attachment)
Time: 8:30 a.m. – 2:00 p.m./7:00 p.m. – 9:00 p.m.
Place: Cottage Grove Upper Grade Center

Contact: Bishop Kenneth Franklin
Purpose: Religious Purposes
Cost: **\$375.00 – Sunday/\$325.00 (each) – Tuesday
& Thursday (Reference #1)**

D. PETTY CASH

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

Building & Grounds	\$ 61.97
District Office	\$158.30
PPS	\$ 58.88
Medgar Evers	\$200.00
Cottage Grove	<u>\$200.00</u>
Total	\$679.15

E. IMPREST FUND

Authorization is requested to replenish Imprest Fund in the amount of
\$14,094.43.
Reference #2

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F. FISCAL YEAR 2012 TENTATIVE BUDGET

Authorization is requested to publish a legal notice and post for a minimum of thirty (30) days the 2012 Budget in a paper having the greatest circulation in the District.

Reference #3

G. 2011-2012 FOOD SERVICE PRODUCT BIDS

Food Service bids were opened on Monday, June 20, 2011 at 10:00 a.m. at the District Office by Ms. Mary Stennis, Foodservice Director and Mrs. Maxine Shannon, Secretary to the Coordinator of Business Affairs and myself.

The Food Service Manager reviewed the bids that were received and recommended the following vendors for the 2011-2012 School Year:

VENDOR

BID AWARD

Wilkens Food Service
2601 Bond Street

Milk

University Park, IL

Groceries, Staples, Frozen
Vegetables, Paper Goods
(Specific Items)

Gordon Food Service
333 50th Street S.W.
Grand Rapids, MI 49501

Groceries, Staple, Frozen
Vegetables, Paper Goods
(Specific Items)

Aunt Millie's Bakeries
350 Pearl Street
Fort Wayne, IN 46802

Bread

Reference #4

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Roll Call: Ayes: Coleman, Cook, Griffin, Mitchell, Sherman, Viverette
Nays: Patterson-Thompson
Absent:
Abstain: None
6 ayes, 1 nays, 0 absent, 0 abstain, 0 present - motion carried.

ADJOURNMENT: 6:23 p.m.

Motioned/Cook; Seconded/Coleman to adjourn meeting - voice vote motion carried.



Joe Louis Sherman, Board President



Lera Cook, Board Secretary