

**FORD HEIGHTS SCHOOL DISTRICT 169
MINUTES OF BOARD MEETING HELD
TUESDAY, JULY 7, 2015**

The meeting was called to order by presiding officer Mrs. Lera Cook – **5:04 p.m.**

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

Upon roll call the following members were present:

Present: Cook, Hayslett, LaWrence, Sherman, Viverette
Absent: Coleman, Mitchell
Also Present: Dr. Gregory T. Jackson, Superintendent
Mrs. Coretta Jackson, Business Manager
Mrs. Tamara Young, Director of Pupil Personnel Services
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: Attorney Eugene Edwards, Hauser Izzo, LLC

QUESTIONS FROM PUBLIC (3 Minutes)

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

AGENDA

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

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

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MINUTES

Motioned/Sherman; Seconded/Viverette - to approve the minutes of *June 9, 2015*

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

Nays: None

Absent: Coleman, Mitchell,

Abstain: None

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

CORRESPONDENCE

THE DOHERTY FAMILY: In grateful appreciation: Your kind expression of sympathy and friendship will always remain in our memories. Thank you for your thoughtfulness.

PART A - REPORT OF THE SUPERINTENDENT

Superintendent Jackson reminded members of the Board that they were in advanced receipt of his report. Superintendent Jackson stated that he would like to start with the Informational item styled "Proposed Village of Ford Heights Tax Increment Finance (TIF) Cottage Grove - U.S. Route 30 Redevelopment Project Area, to be given by Attorney Eugene Edwards.

Before yielding to Attorney Edwards, Superintendent informed members that Mrs. Coretta Jackson, Attorney Edwards, and himself, were in attendance at the Village meeting held to discuss TIF.

At this juncture, Attorney Edwards began by passing out a written summary of the meeting attended at the Village, to members of the Board. He then proceeded to explain what the meeting entailed and what it could possibly mean to the district. He stated that according to the Mayor, his initial goal was to secure a Family Dollar store in the Village, as well as, other viable businesses for Ford Heights.

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Attorney Edwards also expressed that there were specific procedures which the Village would have to undertake in order to bring the TIF into fruition, i.e., the Village would have to meet with other taxing districts to seek out their opinion of such a venture.

Attorney Edwards went on to say that the Mayor and the Village Trustees had designated specific areas along Lincoln Highway, that they were looking to consider as TIF Zones.

Attorney Edwards briefly addressed how taxes for the District could possibly be affected. At the conclusion of Attorney Edwards address, various members of the Board began to ask numerous questions.

Upon listening to the members concerns, it was the consensus of the Board, that Attorney Edwards develop questions proposed to him in a written format, to be submitted to the Mayor by the deadline date of July 16, 2015.

Motioned/LaWrence; Second/Sherman - to approve development of pertinent questions to the Mayor regarding TIF, on behalf of the Board of Education

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

Nays: None

Absent: Coleman, Mitchell,

Abstain: None

5 ayes, 0 nays, 2 absent, 0 abstain, 0 present – motion carried

Superintendent Jackson, thanked Attorney Edwards for his Informational, then called for Ms. Monique Johnson and Mrs. Sharon Rivers to go forward with their PowerPoint Presentation regarding Summer School.

Ms. Johnson and Mrs. Rivers both gave powerful visual presentations on the many and varied activities, events the summer school students participated in. These ladies expressed that Summer Schools main focus was centered around Reading, Math, and Research.

Ms. Johnson and Mrs. Rivers gave detailed information about the various venues explored during summer school, and ended by thanking members of the Board

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and the Superintendent for their generosity in allowing such field experiences.

Superintendent Jackson thanked both Ms. Johnson and Mrs. Rivers for their leadership.

Superintendent Jackson then stated that the presentation concluded his report, and therefore, he was recommending favorable approval of his report as submitted.

Motioned/Viverette; Seconded/Sherman - to approve **Part A - Administration Report** as submitted:

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

Nays: None

Absent: Coleman, Mitchell,

Abstain: None

5 ayes, 0 nays, 2 absent, 0 abstain, 0 present – motion carried

I. PRESENTATION - SUMMER SCHOOL EXPERIENCE

Ms. MONIQUE JOHNSON, Principal - Medgar Evers Primary Academic Center,
MRS. SHARON RIVERS, Principal - Cottage Grove Upper Grade Center

II. INFORMATIONAL: PROPOSED VILLAGE OF FORD HEIGHTS TAX INCREMENT FINANCE COTTAGE GROVE - U.S. ROUTE 30 REDEVELOPMENT PROJECT AREA

III. FOR YOUR AUTHORIZATION

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

1. SALARY INCREASE - 2015-2016 SCHOOL YEAR

Authorization is sought to increase the salary of the following personnel by three percent (3)% for the **2015-2016** school year, retroactive to **July 1, 2015**.

◆ ADMINISTRATOR

(1) COORDINATOR OF BUSINESS AFFAIRS

2. LETTER OF RESIGNATION (*See reference #1*)

Mr. Ricardo D. Johnson, has submitted a letter of Resignation as Assistant Principal of Medgar Evers Primary Academic Center, to be effective **June 30, 2015**.

3. ASSISTANT PRINCIPAL (*See reference #2*)

Authorization is sought to appoint *Mr. John Wade*, as Assistant Principal Medgar Evers Primary Academic Center, (replacing Ricardo D. Johnson) **effective July 6, 2015, inclusive of Board paid TRS - (\$81,162)**

4. SALARY CORRECTION (*See reference #2*)

Ms. Luz Maria Iberra, Instructional Aide - Medgar Evers Primary Academic Center - (\$23,500)

5. TEACHER (*See reference #3*)

Authorization is sought to hire *Ms. Shauna Kirk*, Social Studies Teacher - Cottage Grove Upper Grade Center (replacing Troy Juniel) MA Step 2 -(\$41,133)

6. APPOINTMENT - CHEERLEADING COACH (*See reference #4*)

Ms. Shauna Kirk

B. APPROVE FISCAL YEAR (FY) ENDING JUNE 30, 2016 TENTATIVE BUDGET
(*See reference #5*)

C. ADOPTION OF FORD HEIGHTS SCHOOL DISTRICT'S 169 WELLNESS POLICY ON PHYSICAL ACTIVITY AND NUTRITION POLICY - 4.125 (*See reference #6*)

Authorization is sought for Adoption of Ford Heights School

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**District's 169 Wellness Policies on Physical Activity and Nutrition-
Policy 4.125.**

In the Child Nutrition and WIC Reauthorization Act of 2004, the U.S. Congress established a new requirement that all school districts with a federally-funded school meals program develop and implement wellness policies that address nutrition and physical activity.

The intent of this model school Wellness Policy is to provide language for physical activity and nutrition for a school corporation that aligns with best practice recommendations.

D. AUTHORIZATION FOR RENEWAL OF HEALTH AND DENTAL INSURANCE BLUE CROSS AND BLUE SHIELD (18% INCREASE) FY 2015-2016 AND DELTA DENTAL (0% INCREASE) FY 2015-2016. (See reference #7)

Authorization is being sought to renew contracts for Health Insurance with Blue Cross Blue Shield, and to renew Dental Insurance with Delta Dental, for the **2015-2016** school year.

E. APPROVE CONFERENCES AND WORKSHOPS 2015-2016

- 1. ASSOCIATION OF SCHOOL BUSINESS OFFICIALS INTERNATIONAL (ASBO) 2015 ANNUAL MEETING, OCTOBER 23-26, 2015, GRAPEVILLE, TX**
- 2. ILLINOIS ASSOCIATION OF SCHOOL ADMINISTRATORS (IASA) 51ST ANNUAL CONFERENCE, SEPTEMBER 30 - OCTOBER 2ND, 2015 - SPRINGFIELD, IL**
- 3. NATIONAL ALLIANCE OF BLACK SCHOOL EDUCATORS (NABSE), NOVEMBER 18-22, 2015 - WASHINGTON, D.C.**
- 4. ILLINOIS ASSOCIATION OF SCHOOL BOARDS/ILLINOIS ASSOCIATION OF SCHOOL ADMINISTRATORS/ILLINOIS ASSOCIATION OF SCHOOL BUSINESS OFFICIALS (IASB/IASA/IASBO) JOINT CONFERENCE - NOVEMBER 20-22, 2015 - CHICAGO, IL**
- 5. AMERICAN ASSOCIATION OF SCHOOL ADMINISTRATORS (AASA), FEBRUARY 11-13, 2016 - PHOENIX, AZ**

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6. NATIONAL SCHOOL BOARDS ASSOCIATION (NSBA) CONFERENCE, APRIL 9-11, 2016 - BOSTON, MA
7. ASSOCIATION FOR SUPERVISION AND CURRICULUM DEVELOPMENT (ASCD) ANNUAL CONFERENCE, APRIL 2-4, 2016 - ATLANTA, GA
8. AMERICAN ASSOCIATION OF SCHOOL BUSINESS OFFICIALS (ASBO) ANNUAL CONFERENCE, MAY 4-6, 2016 - SCHAUMBURG, IL

F. APPROVE BOARD OF EDUCATION MEETING DATES FOR FISCAL YEAR 2015-2016

TUESDAY, JULY 7, 2015
TUESDAY, AUGUST 11, 2015
TUESDAY, SEPTEMBER 8, 2015
TUESDAY, OCTOBER 6, 2015
TUESDAY, NOVEMBER 10, 2015
TUESDAY, DECEMBER 8, 2015
TUESDAY, JANUARY 5, 2016
TUESDAY, FEBRUARY 9, 2016
TUESDAY, MARCH 8, 2016
TUESDAY, APRIL 5, 2016
TUESDAY, MAY 10, 2016
TUESDAY, JUNE 7, 2016

PART B - CURRICULUM AND STAFF DEVELOPMENT

Mrs. Marilyn Barnes reminded members that they were in advanced receipt of her report, then asked for acceptance of report as submitted:

I. FOR YOUR INFORMATION

A. SUMMER SCHOOL

As Summer School ended on Thursday, June 25, 2015, 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 experience for all. To

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the various Administrators, Instructional Staff, and Personnel, who had a part in this, we say **KUDOS** to you all for job well done!!!

B. PARTNERSHIP FOR ASSESSMENT OF READINESS FOR COLLEGE AND CAREERS (PARCC)

In my June Board Report, I reported information regarding the PARCC changing the assessment for the 2015 – 2016 school years. Instead of the students taking two assessments, they will only be administered one, which will combine the skills. Students will be assessed for shorter periods of time and more time will be provided for instruction in the classroom. This month, I have included handouts that explain the benefits of the way PARCC will be administered this coming school year. As I continue to receive information, I will provide updates.

C. INSTITUTE DAY- AUGUST 12-14, 2015

In our efforts in "*Continuing the Legacy of Excellence*", which is our **2015-2016** School Year Theme, preparations are being made for this year's Annual Institute Days. There will be Professional Development sessions offered which are wide ranging in potential interest areas for individualized learning, and which will engage staff in hands-on learning as it relates to their respective departments/responsibilities.

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

D. MONTHLY BUILDING REPORTS

Building reports were submitted by the following personnel:

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

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

E. UPCOMING DATES

AUGUST 3, 2015

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All Pupil Personnel Service (PPS), Attendance Officers, and Home School Coordinator return to work

AUGUST 4, 2015

5th Grade Orientation at Cottage Grove Upper Grade Center

AUGUST 5-6, 2015

Student Registration for parents at Medgar Evers P.A.C.

- **Wednesday, August 5: 9:00 a.m. – 5:00 p.m.**
- **Thursday, August 6, 2015: 10:00 a.m. – 3:00 p.m.**

AUGUST 7, 2015

Late Registration in each respective school building

- **8:00 a.m. – 3:00 p.m.**

AUGUST 7, 2015

New Teacher's Orientation- 10:00 a.m. (in each building)

AUGUST 10, 2015

Late Registration in each respective school building

- **8:00 a.m. – 3:00 p.m.**

PART C - FEDERAL STATE PROGRAMS

Mrs. Stephanie Stephen reminded members that they were in advanced receipt of her report, then asked for acceptance as submitted:

I. FOR YOUR AUTHORIZATION

A. AUTHORIZATION TO RETROACTIVELY APPROVE THE ADMINISTRATIVELY SUBMITTED GRANTS

FOR FY 2015-2016

Authorization is sought to approve and submit the following State & Federal Grants:

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Title 1 – Basic

Title IIA – Teacher Quality

Early Childhood – Preschool for All 3-5

II. FOR YOUR INFORMATION

A. Ford Heights School District 169 2015-2016 Registration

Registration for the 2015-2016 school year has been ongoing since March 16, 2015. Phase one and two of early registration ended on the last day of school May 29, 2015. During the early registration process 83% of our parent's district wide took advantage of the early registration process.

Starting Wednesday, August 5 and ending Friday, August 7, 2015 regular registration will take place at Medgar Evers Primary Academic Center. Registration is open to all returning families and new families that have moved into the community. Families can enter the Medgar Evers gymnasium through door J and be welcomed at the check-in table.

As we have in the past lunch will be provided (hot dogs, chips and a drink), music will be played by Mr. Juniell, Cottage Grove Upper Grade Center Technology Teacher. In addition, students will receive snow cones, and a balloon design of their choice. Robo calls will be made to all district families to remind them of registration.

Also, school supplies will be given to all families that register their children compliments of Elim Christian Service. We are expecting a grand turn out of our families.

B. PARENT UNIVERSITY AT GOVERNORS STATE

Governors State University, Calumet Park District 132, Riverdale/ Dolton District 148 and Ford Heights District 169 are partnering this summer for a Parent University Day on Saturday, July 18, 2015 from 9:00 a.m. until 2:00 P. M. We are inviting 65 of our district parents to attend. The event will have a keynote speaker, breakout

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sessions, free transportation, free breakfast /luncheon and raffles.

C. SUMMER PARENT MEETINGS

The parent center will host two parent meetings this summer. The first meeting was held Wednesday, June 24, 2015 from 11:00 a.m. to 1:00 p.m. and the second meeting will be held Wednesday July 15, 2015 at the same time as listed above at Medgar Evers Primary Academic Center.

D. PARENT CHILD ART AND TECHNOLOGY STUDIO

The Parent Child Art and Technology Studio is in full swing. The program is coordinated by Mrs. Novickas, Art teacher, Mrs. Sears, Special Education teacher and assisted by Mrs. Fason, Home School Coordinator. The dates the Parent Child Art and Technology Studio will be in session are June 29 – July 16, 2015. This is a district wide event.

E. PREKINDERGARTEN IN REVIEW

The 2014-2015 Prekindergarten Program was a success. We started the year with professional development for all Medgar Evers Primary Administrators, Directors of Curriculum & Instruction, and Federal and State Programs, and all Pre-kindergarten teachers. An additional classroom was added and new furniture was purchased for the additional classroom.

Professional development was ongoing for the entire school year. Teachers were re-introduced to Gold Assessment online. We had State monitoring visits in the month of February and our Prekindergarten program made great gains. The relationship with the CDI program improved and we are working more collaboratively for the success of all students.

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The improvements of the Prekindergarten Program has been a team effort which included district office Administrators, Building Administrators, Professional Development Consultant, Teachers, and Teacher Aides, and of course our important students.

The Prekindergarten program ended with a transition luncheon that celebrated 36 students moving on to kindergarten.

Our Prekindergarten program is looking forward to "*Continuing the Legacy*" our 2015-2016 school theme, for the upcoming school year.

F. MONTHLY BUILDING REPORT (See reference #1)

A report was submitted by *Nicole Conway Fason*, Home School Coordinator.

PART D - PUPIL PERSONNEL SERVICES AND SPECIAL EDUCATION

Mrs. Tamara Young reminded members that they were in advanced receipt of her report, then asked for acceptance 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. The Superintendent of Schools will administratively submit the IDEA grants that were entered into the system per my recommendation. All reports and grants are due before the end of June.

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

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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 2015-2016.

Available positions have been posted and interviews took 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.

The PPS Director has been working diligently with the Board of Education in preparation of rolling out the three week mentor

program. The Little Diva's summer program has been held for the past six years by Ford Heights School District 169 supported by the Board of Education. This is a mentoring program that exposes elementary female students ages 8 to 12 to executive functioning skills and health and wellness, through etiquette activities/

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presentations, personal hygiene and self-esteem presentations.

PART E - BUSINESS AFFAIRS

Mrs. Coretta Jackson reminded 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 approval of her report as submitted:

Motioned/Sherman; Seconded/Viverette - to approve Part E- Business Affairs Report as submitted:

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

I. FOR YOUR AUTHORIZATION

A. ACCOUNTS PAYABLE

Authorizations requested to pay Accounts Payable bills for July 7, 2015 in the amount of **\$460,314.17**.

B. PAYROLL SUMMARY

The following is the payroll summary for the month of June 2015 and Summer Payroll Run Outs as detailed below:

June 12, 2015	\$244,860.13
June 26, 2015	<u>\$234,574.81</u>
Sub Total	\$479,434.94

Summer Payroll Run Outs

1 st Run Out -	\$109,376.34
2 nd Run Out -	\$108,933.61

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3 rd Run Out -	\$100,050.57
4 th Run Out -	\$ 15,971.29 Summer School
Sub Total	\$334,331.81

GRAND TOTALS \$813,766.75

C. BUILDING RENTAL

Authorization is requested for the use of the following facilities:

A. Date: July 8, 2015 - August 5, 2015
 Time: 9:30 a.m. - 11:00 a.m./7:00 p.m. - 8:00 p.m.
 Place: Tidy A. Phillips
 Contact: Pastor Shawn Aldridge
 Beyond The Veil Kingdom Ministries
 Purpose: Religious Purposes
 Cost: **\$75.00-Sunday/\$25.00-Thursday**

B. Date: Saturday, November 14, 2015
 Time: 3:00 p.m. - 6:00 p.m.
 Place: Tidy A. Phillips
 Contact: Jakyha Freeman
 Purpose: Fashion Show
 Cost: \$175.00-Building Rental
 \$100.00-Custodial Fee
 (Reference #1)

D. PETTY CASH

Authorization to replenish and establish Petty Cash for the 2015-2016 School Year:

Building & Grounds	\$ 200.00
District Office	\$ 500.00
Business Office	\$ 200.00
Federal & State	\$ 200.00

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PPS	\$ 200.00
Total	\$1,300.00

E. IMPREST FUND

Authorization is requested to replenish Imprest Fund for the 2015-2016 School Year in the amount of **\$25,000.00**.

F. 2015-2016 FOOD SERVICE PRODUCT BIDS

Food Service bids were opened on Tuesday, June 20, 2015 at 10:00 a.m. at the District Office by Mrs. Carla Hawkins, Secretary and myself.

We reviewed the bids that were received and I recommend the following vendors for the 2015-2016 School Year:

VENDOR

Clover Leaf

Gordon Foods

Wilkens 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 #2

ADJOURNMENT - 6:06 p.m.

Motioned/Sherman; Second/Viverette - to adjourn meeting - voice vote motion carried.



Lera Cook, Board President



Victoria Hayslett, Board Secretary