

FORD HEIGHTS SCHOOL DISTRICT 169
MINUTES OF BOARD MEETING HELD
TUESDAY, JUNE 9, 2020

The meeting was called to order by presiding officer, President Samuel J. LaWrence, III – **10:00 a.m.**

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

Upon roll call the following members were present:

Present: Cook, LaWrence, Coleman, Mitchell, Viverette
Absent: Hayslett, Sherman
Also Present: Dr. Gregory T. Jackson, Superintendent
Mrs. Coretta Jackson, Assistant Superintendent of Business
Administration & Operations
Mrs. Gloria Lymore, Executive Assistant to the
Superintendent

QUESTIONS/COMMENTS FROM PUBLIC (2 Minutes)

NONE

AGENDA

Motioned/Cook; Seconded/Mitchell - to approve the agenda

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

MINUTES

Board President called for a motion to approve the minutes.

Motioned/Mitchell; Seconded/Cook - to approve the minutes of **May 5, 2020 Regular.**

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

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CORRESPONDENCE

Thank you card from Celestine Burrell (Maurice) to the Board of Education and Administration for their thoughtfulness during their time of bereavement in the loss of their mother and mother-in-law. The floral arrangement is beautiful and therapeutic.

PART A - REPORT OF THE SUPERINTENDENT

Dr. Gregory Jackson reminded members of the Board that they were in advanced receipt of the Superintendent's report. After which time he asked if there were any questions? **THERE WERE NONE.** Dr. Jackson then asked for approval of the Report of the Superintendent as submitted.

Motioned/Cook; Seconded/Mitchell – to approve **PART A – REPORT OF THE SUPERINTENDENT'S REPORT**, as submitted:

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

I. FOR YOUR AUTHORIZATION

A. PERSONNEL (*Pending receipt of all personnel required documents and Illinois State Police and FBI criminal background clearance and final outcome of COVID-19 - Novel Coronavirus*)

1. AUTHORIZATION TO HIRE ADDED INSTRUCTIONAL SUMMER SCHOOL PERSONNEL

Authorization is sought to hire the following personnel for Summer School (to be paid from Title I and II Programs)

<u>MEDGAR EVERS</u>	<u>GRADE</u>
WINDELL PARKER	1 st Grade
ANN ARMSTRONG	3 rd Grade

COTTAGE GROVE

TROY JUNIEL
ROBERT POTTER

EVENT

Technology
Math

2. AUTHORIZATION TO REMOVE INSTRUCTIONAL SUMMER SCHOOL PERSONNEL PREVIOUSLY APPROVED FOR SUMMER SCHOOL HIRE

MEDGAR EVERS

KISHA BECK
BRINDA FARR
KRISTY KEMPER
NIKIA WILLIAMS

GRADE

3rd Grade
Paraprofessional
Substitute Teacher
Clerical

COTTAGE GROVE

KIMBERLY BOUNDS
ROBIN NORRIS

EVENT

Culinary Club
Clerical

3. APPOINTMENTS

- a. Authorization is sought for approval to appoint **CHARMANIKA MOSLEY**, an Independent Contractor to provide School Psychology Services, effective for the **2020-2021 School Year. (See reference #1)**
- b. Authorization is sought for approval to appoint **BEATRIZ ANZALDUA**, as Foodservice Worker, Medgar Evers Primary Academic Center, effective for **the 2020-2021 School Year** - (replacing Jerome Williams)
- c. Authorization is sought for approval to appoint **BRANDON JOHNSON**, as Custodian, Medgar Evers Primary Academic Center, effective for the **2020-2021 School Year** (replacing Edward Sawyer).

4. SALARY INCREASES - 2020-2021 SCHOOL YEAR

Authorization is sought to increase the salary of the following personnel by a range of zero percent (**0%**) to three percent

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(3%) for the 2020-2021 School Year.

BUILDING ADMINISTRATIVE ASSISTANTS

- (1) TWELVE (12) MONTH BUILDING ADMINISTRATIVE ASSISTANT
MEDGAR EVERS**
- (2) TWELVE (12) MONTH BUILDING ADMINISTRATIVE ASSISTANT TO
THE PRINCIPAL – COTTAGE GROVE**
- (3) TWELVE (12) MONTH BUILDING ADMINISTRATIVE ASSISTANT TO
THE PRINCIPAL/PPS**

ATTENDANCE OFFICER

- (1) ELEVEN (11) MONTH DISTRICT ATTENDANCE OFFICER
MEDGAR EVERS**

CENTRAL OFFICE EMPLOYEES

- (1) EXECUTIVE ADMINISTRATIVE ASSISTANT TO THE
SUPERINTENDENT**
- (2) ADMINISTRATIVE ASSISTANT TO THE ASSISTANT
SUPERINTENDENT OF BUSINESS ADMINISTRATION & OPERATIONS**
- (3) ADMINISTRATIVE ASSISTANT TO THE DIRECTOR OF
CURRICULUM & INSTRUCTION**
- (4) PAYROLL COORDINATOR/FEDERAL STATE**

PUPIL PERSONNEL SERVICES STAFF

- (1) SCHOOL NURSE**
- (2) DISTRICT-WIDE STUDENT ADVOCATE**

ADMINISTRATORS

- (1) ASSISTANT SUPERINTENDENT OF BUSINESS ADMINISTRATION &
OPERATIONS**
- (2) DIRECTOR OF CURRICULUM & INSTRUCTION**
- (3) BUILDING PRINCIPALS (2)**
- (4) ASSISTANT PRINCIPALS (2)**

**B. APPROVE FISCAL YEAR (FY) ENDING JUNE 30, 2021 TENTATIVE BUDGET
*(See reference #2)***

C. RESOLUTION

1. TRANSFER OF MONIES (See reference #3)

- a. **RESOLUTION AUTHORIZING THE TRANSFER OF MONIES FROM GENERAL STATE AID TO THE TRANSPORTATION, TORT IMMUNITY, AND SOCIAL SECURITY FUNDS**

D. AUTHORIZE CONSULTING AGREEMENT WITH DIVERSIFIED THERAPEUTICS INCORPORATED (See reference #4)

Authorization is sought to enter into agreement with Diversified Therapeutics Incorporated Center for Speech Therapy, to provide speech pathology related services for the **2020-2021** School Year. Speech Services - **\$38,000.**

E. APPROVE THE 2020-2021 SCHOOL CALENDAR (See reference #5)

Approval is sought to approve the **2020-2021** School Calendar for the **2020-2021** School Year.

The School Year will begin on **Wednesday, August 12, 2020** and will end on **Thursday, June 3, 2021**. The calendar represents **185 days**, inclusive of **five (5) emergency days**. If no emergency days are used, school will end **Wednesday, May 26, 2021**.

You will see by the attached copy of the official School Calendar, the following will take place on dates noted below:

TEACHER INSTITUTE DAYS

Wednesday, August 12, 2020
Thursday, August 13, 2020
Friday, August 14, 2020
Monday, May 24, 2021

PARENT TEACHER CONFERENCES

Friday, October 20, 2020
Thursday, April 01, 2021

EMERGENCY DAYS

Thursday, May 27, 2021

Friday, May 28, 2021

Tuesday, June 1, 2021

Wednesday, June 2, 2021

Thursday, June 3, 2021

F. AUTHORIZE CONSULTING AGREEMENT WITH MS. SHARON ROSSITER - FOR SPECIAL EDUCATIONAL CONSULTANT SERVICES

Authorization is sought to enter into agreement with Ms. SHARON ROSSITER, to provide Educational Consultant Services for the 2020-2021 School Year. **Not to exceed \$20,000 (paid through IDEA Grant).**

G. AUTHORIZE HEALTH, DENTAL & LIFE, INSURANCE CONTRACTS

BLUE CROSS/BLUE SHIELD: Our Health carrier will continue to be Blue Cross/Blue Shield.

Authorization is sought to approve contract with Blue Cross/Blue Shield for the 2020-2021 School Year. **Premium Increase not to exceed 15%.**

DENTAL CARE: Our Dental carrier will continue to be **DELTA DENTAL.**

Authorization is sought to approve contract with Delta Dental for the 2020-2021 School Year. **Premium Percentage Increase 0%. Premium Amount \$25,649.04.**

LIFE INSURANCE CARRIER: MET LIFE (METROPOLITAN LIFE INSURANCE COMPANY) will be the carrier of our Life Insurance. Authorization is sought to approve contract with MET LIFE for the 2020-2021 School Year. **Premium Percentage Increase 0%. Premium Amount \$7,305.96.**

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H. AUTHORIZE APPROVAL TO SUBMIT FEDERAL CONSOLIDATED DISTRICT PLAN (CDP)

Approval to submit the following Grants:

- ❖ TITLE I, PART A – IMPROVING BASIC PROGRAMS
- ❖ TITLE II, PART A – PREPARING, TRAINING AND RECRUITING HIGH-QUALITY TEACHERS, PRINCIPALS, AND OTHER SCHOOL LEADERS
- ❖ TITLE IV, PART B – RURAL AND LOW INCOME SCHOOLS
- ❖ IDEA, PART B FLOW-THROUGH
- ❖ IDEA, PART B – PRESCHOOL
- ❖ TITLE I, PART A – SCHOOL IMPROVEMENT PART 1003(a)

The Consolidated District Plan is a Federal Statutory requirement for all schools receiving Federal Funds. This is the State's attempt to reduce the burden on grantees, and as a way to support holistic services to students as well. This new process allows grantees to answer one set of planning questions to meet the requirements of all grants listed above.

I. RE-AUTHORIZE LETTERS OF ENGAGEMENT FOR THE FIRMS AS LISTED BELOW

THEY ARE:

1. **MATTHEW O'SHEA AND SARA KUHN, M/O CONSULTING
JULY 1, 2020 – JUNE 30, 2021**
2. **JOHN C. CORRIGAN & ASSOCIATES
JULY 1, 2020 – JUNE 30, 2021**
3. **DEJUAN A. KEA, CSC FIRM, LLC
JULY 1, 2020 - JUNE 30, 2021**

II. FOR YOUR INFORMATION

A. MONTHLY ENROLLMENT (As of May 28, 2020)

MEDGAR EVERS SCHOOL

TOTAL 281

COTTAGE GROVE UPPER GRADE CENTER

TOTAL 156

TOTAL DISTRICT	OUT OF DISTRICT	GRAND TOTAL
437	12	449

B. OBSERVANCE OF INDEPENDENCE DAY

In the spirit of Independence Day, Fourth of July will be observed by all district personnel on **FRIDAY, JULY 3, 2020.**

PART B - ASSISTANT SUPERINTENDENT OF BUSINESS ADMINISTRATION & OPERATIONS

MRS. CORETTA JACKSON expressed to 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 favorable approval of report as submitted:

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

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

I. FOR YOUR AUTHORIZATION

A. ACCOUNTS PAYABLE

Authorization is requested to pay **Accounts Payable bills for June, 2020 in the amount of \$256,960,32.**

B. PAYROLL SUMMARY

The following is the payroll summary for the month of March 2020 as detailed below:

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May 08,2020	\$191,625.11
May 22, 2020	<u>\$180.333.07</u>
Total	\$371,958.18

- C. **PETTY CASH** (0)

- D. **IMPREST FUND** (\$7,562.88)

PART C-CURRICULUM AND INSTRUCTION

Dr. Jackson presented Part C – Curriculum and Instruction. He informed members that they were in advanced receipt of Mrs. Marilyn Barnes report, then inquired if there any questions. **There were none.** Dr. Jackson then asked for acceptance of Curriculum and Instruction report as submitted:

PART C-CURRICULUM AND INSTRUCTION

I. FOR YOUR INFORMATION

A. SUMMER SCHOOL PILOT PROGRAM

On Monday, June 8, 2020 Administrators, Teachers, and Students will begin piloting Google Classroom. The main focus of the pilot is to receive feedback from families on their experiences with navigating through the Google Suite, and using the technology. Through the Google Suite, students will be able to collaborate with their teachers through video conferencing, receive and submit assignments back to their teachers, create documents and work on projects, receive feedback from their teachers, and ask their teachers questions when assistance is needed.

The pilot program will assist staff with gaging a sense of what works, and what needs to be adjusted prior to the start of the school year, as we are still uncertain as to whether we will be able to provide in person

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learning, continue with Remote Learning, or provided a blended learning program to our students (In person and Remote Learning).

There are a total of 19 students who will participate in the Summer School Pilot Program in grades kindergarten through seventh. Each student will receive a Chromebook or a laptop for them to access Google Classroom. Additionally, students will receive a MiFi Card, which will allow them connectivity to the internet. We have removed all barriers in an effort to make the pilot program a success.

The students and teachers will pilot Google Classroom for a total of three weeks (Monday, June 8, 2020 through Wednesday, June 24, 2020). Each day, students will be engaged in learning activities for a total of three (3) hours, from 9:00 a.m. – 12:00 p.m. Students who are piloting Google Classroom can take advantage of the breakfast and lunch that is distributed at Medgar Evers Primary Academic Center during the week, Monday through Friday.

We are truly excited about our Summer School Pilot Program, and through the feedback from our families, we are looking forward to providing a robust Remote Learning Program for our students during the 2020-2021 school year.

B. MONTHLY BUILDING REPORTS (See references #1-2)

Building reports were submitted by the following personnel:

Ms. Monique Johnson, Principal Medgar Evers P.A.C.
Mrs. Sharon Rivers, Principal of Cottage Grove U.G.C.
Ms. Celestine Burrel, Attendance Office

Member Coleman raised a question related to the Transfer of Monies. Mrs. Jackson referred to the Resolution Authorizing the Application of Monies from State Funding for 2019-2020. She shared this money is being transferred due to a negative fund balance in certain accounts.

Superintendent Jackson shared that the Administrators continues to meet to strategize opening of schools for the 2020-2021 school year. He shared that he

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could not be more proud of our students, staff, community and each of you (Members of the Board) for the unity and dedication displayed throughout this challenging time. Everyone's efforts give me great confidence that when we are together again, our new normal will be "better than normal". As the Administrative team continues to meet and strategize we are on parallel rails taking steps to dealing with a very effective remote learning system, as well as, opening of schools for district distant learning.

Superintendent Jackson reiterated **Monday, June 8, 2020** Administrators, teachers, and students began **piloting the Summer School Google Classroom.**


Through the Google Suite, students will be able to collaborate with their teachers through video conferencing, receive and submit assignments back to their teachers, create documents and work on projects, receive feedback from their teachers, and ask teachers questions when assistance is needed.

A total of 19 students will participate in the Summer School Pilot Program, in grades kindergarten through seventh. The 19 students and teachers will pilot Google Classroom for a **total of three weeks**, which started on Monday, June 8th and will end on Wednesday, June 24th.

President LaWrence shared that he was extremely proud of Administration and their dedication to Ford Heights School District from the beginning of Covid-19 and continuing through present times. He asked that they continue to do a great job.

ADJOURNMENT: 10:27 a.m.

Motioned/Mitchell; Seconded/Cook - to adjourn meeting


Mr. Samuel J. LaWrence III,
Board President


Mrs. Ester Viverette, Secretary