

FORD HEIGHTS SCHOOL DISTRICT 169
MINUTES OF BOARD MEETING/BUDGET AMENDMENT HEARING
HELD TUESDAY, JUNE 5, 2012

The meeting was called to order by presiding officer Mr. Joe Sherman - 5:02 p.m.

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

Upon roll call the following members were present:

Present: Cook, Coleman, Mitchell, Sherman, Thompson, Viverette
Absent: Griffin
Also Present: Dr. Gregory T. Jackson, Superintendent
Mrs. Joyce McEwen, Assistant Superintendent
Mrs. Coretta Jackson, Coordinator of Business Affairs
Mrs. Tamara Young, Director of PPS
Mrs. Marilyn Barnes, Principal, Medgar Evers P.A.C.
Mrs. Stephanie Stephen, Principal, Cottage Grove U.G.C.

Legal Counsel: Attorney Raymond Hauser

QUESTIONS FROM PUBLIC (3 Minutes)

NONE

PUBLIC BUDGET AMENDMENT HEARING

Motioned/Thompson; Seconded/Cook to enter into Public Hearing

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

Superintendent Jackson stated to members of Board of Education, and those in attendance, the purpose of the Budget Amendment Hearing, then asked for Mrs. Coretta Jackson, Coordinator of Business Affairs to expound on the reasons for the need for the amendment.

Upon Mrs. Jackson's completion of explanations, Superintendent Jackson inquired

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Board President Sherman, asked for a motion to end Public Hearing.

CLOSING OF PUBLIC BUDGET AMENDMENT HEARING - 5:07p.m.

Motioned/Cook; Seconded/Thompson to end Public Hearing

Roll Call: Ayes: Coleman, Cook, Mitchell, Sherman, Thompson, Viverette
 Nays: None
 Absent: Griffin

 Abstain: None
 6 ayes, 0 nays, 1 absent, 0 abstain, 0 present - motion carried.

RECONVENE REGULAR MEETING - 5:07 p.m.

Motioned/Cook; Seconded/Thompson to reconvene regular meeting.

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

Board President Sherman, asked for a motion to approve Agenda.

AGENDA

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

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

MINUTES

Motioned/Cook;Seconded/Viverette- to approve the minutes of **May 8, 2012 (Regular)**.

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

CORRESPONDENCE

NONE

CLOSED SESSION - 5:09

Attorney Hauser stated to members of the Board that the purpose of Closed Session was to discuss three items:

- A. THE SELL OF SECURITIES**
- B. COLLECTIVE NEGOTIATIONS**
- C. PENDING LITIGATION**

Motioned/Thompson;Seconded/Viverette to enter Closed Session

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

RECONVENE REGULAR MEETING- 5:54

Motioned/Cook; Seconded/Viverette to reconvene regular meeting.

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

PART A - REPORT OF THE SUPERINTENDENT

Superintendent Jackson began by reminding members of the Board that they were in advanced receipt of his report, and asked for favorable approval, **inclusive of Addendum Report and inclusive of Closed Session items.**

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Motioned/Cook; Seconded/Thompson - to approve the report of the Superintendent, **inclusive of Addendum Report**, and **inclusive of matters discussed in Closed Session**, as follows:

I. **CLOSED SESSION**

- A. **THE SELL OF SECURITIES**
- B. **COLLECTIVE NEGOTIATIONS**
- C. **PENDING LITIGATION**

II. **FOR YOUR AUTHORIZATION**

- A. **APPROVE AMENDED BUDGET FOR FISCAL YEAR BEGINNING JULY 1, 2011 AND ENDING JUNE 30, 2012.** *(See reference #1)*

- B. **APPROVAL OF RESOLUTIONS**

1. Chief Fiscal Officer's Estimate of Revenues Anticipated to be received by Ford Heights School District 169, Cook County, Illinois for the Fiscal Year Beginning **July 1, 2011** and ending **June 30, 2012.** *(See reference #2)*
2. Certification of Resolution and Minutes of the Meeting of the Board held on the fifth day of **June, 2012**, insofar as same relates to the adoption of a Resolution entitled: Resolution Adopting the Budget of Ford Heights School District 169, Cook County, Illinois for **Fiscal Year 2011-2012.** *(See reference #3)*
3. Resolution Adopting the Budget of Ford Heights School District 169, Cook County, Illinois, for the **Fiscal Year 2011-2012.** *(See reference #4)*

- C. **PERSONNEL**

APPOINTMENTS FOR 2012-2013 SCHOOL YEAR

(Pending receipt of all personnel required documents and outcome of Negotiations of Salaries between IEA/NEA and Board of Education)

1. Authorization is sought to appoint **Mrs. Alexandra LeFlore** as Language Arts Teacher, Cottage Grove Upper

Grade Center - **\$37,631** (Replacing Elizabeth Happ-Fischer) (*See reference #5*)

2. Authorization is sought to appoint **Ms. Jackie Pendola** as Music Teacher - Medgar Evers Primary Academic Center - **\$37,631** (Replacing Mrs. Lola Robinson). (*See reference #6*)
3. Authorization is sought to appoint **Mr. Shawn Neubauer** as Physical Education Teacher, Cottage Grove Upper Grade Center - **\$40,519** (Replacing Mr. Walter Cunningham). (*See reference #7*)
4. Authorization is sought to appoint **Mrs. Diane Richardson** as Instructional Aide - Physical Education, Cottage Grove Upper Grade Center - **\$20,070**. (*See reference #8*)

D. AUTHORIZE CONSULTING AGREEMENT WITH DIVERSIFIED THERAPEUTICS INCORPORATED (*See reference #9*)

Authorization is sought to enter into agreement with Diversified Therapeutics Incorporated Center for Speech Therapy to provide Speech Pathology related services for **2012-2013** school year.

E. AUTHORIZE CONSULTING AGREEMENT WITH MILESTONE THERAPY, LLC (PHYSICAL THERAPY SERVICES) (*See reference #10*)

Authorization is sought to enter into agreement with Milestone Therapy, LLC for Physical Therapy related services for **2012-2013** school year.

F. APPROVE REVISION OF NOVEMBER 9, 2010 MINUTES AND DECEMBER 6, 2011 MINUTES (*See reference #11*)

These minutes were revised to reflect pertinent information erroneously omitted regarding **Instructional Resource Access to Internet and Acceptable Use Policy** and **Awarding of ERATE Contracts for 2012-2013**.

III. FOR YOUR INFORMATION

A. BIKE DONATIONS (See reference #12)

Superintendent Jackson, Board of Education members and Principal Marilyn Barnes would like to thank **Mr. Jimmie Viverette, Mayor Charles Griffin, Mr. Henry Drake, the wife of Mr. Steve Simpson and Board President Joe Sherman**, for their very kind and generous donation of a total of **five (5) bikes**, to Medgar Evers Primary Academic Center, which were received on Friday, May 18, 2012 and on Tuesday, May 22, 2012.

Your commitment to helping children in our District is appreciated and your generous gift of five (5) bikes will make an immediate difference in the lives of those students who benefitted from your very kind donation. This type of good deed absolutely showcases the commitment of each of you, to helping the children in our school district and in our community.

Again, thank you for all you do for our school district and our students.

B. OBSERVANCE OF INDEPENDENCE DAY

Independence Day will be observed on Wednesday July 4, 2012. The District Office will be closed on this day.

C. MONTHLY ENROLLMENT (AS OF MAY 23, 2012)

MEDGAR EVERS SCHOOL

PREKINDERGARTEN	39	GRADE 3	44
KINDERGARTEN	44	GRADE 4	39
GRADE 1	43	TOTAL	255
GRADE 2	46		

COTTAGE GROVE UPPER GRADE CENTER

GRADE 5	55	GRADE 7	44
GRADE 6	45	GRADE 8	41
		TOTAL	185

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TOTAL DISTRICT	OUT OF DISTRICT	GRAND TOTAL
440	13	453

REPORT OF CONTACTS (ATTENDANCE OFFICER):

MEDGAR EVERS:

HOME VISITS	TELEPHONE CONTACTS	PARENT CONFERENCES
2	286	6

COTTAGE GROVE:

HOME VISITS	TELEPHONE CONTACTS	PARENT CONFERENCES
2	192	0

ADDENDUM REPORT:

I. FOR YOUR AUTHORIZATION

A. PERSONNEL

1. APPOINTMENTS FOR 2012-2013 SCHOOL YEAR

(Pending receipt of all personnel required documents and outcome of Negotiations of Salaries between IEA/NEA and Board of Education)

- a. Authorization is sought to appoint **Ms. Monique Dutcher** as Pre-Kindergarten Teacher, Medgar Evers Primary Academic Center, \$41,533 (BA Step 5). See Reference #1.
- b. Authorization is sought to appoint **Ms. Angela Hayward** as Secretary, Medgar Evers Primary Academic Center, \$40,000. See Reference #2.
- c. Authorization is sought to appoint **Mr. Eric Lymore** as District Safety Officer, \$24,720. See Reference #3.

- d. Authorization is sought to appoint **Mrs. Monique Johnson-Bibbs** as Girls Volleyball Coach, Cottage Grove Upper Grade Center, \$2,200.00 (This is a stipend amount per Union contract). See Reference #4.
- e. Authorization is sought to appoint **Mr. Timothy Williams** as Girls Basketball Coach, Cottage Grove Upper Grade Center, \$2,500.00. (This is a stipend amount per Union contract). See Reference #5.

2. **SALARY INCREASES**

Authorization is sought to increase the salary of the following personnel by 2.5% and three (3)% respectively for the 2012-2013 school year.

❖ **SCHOOL SECRETARIES (3%)**

(1) **TWELVE (12) MONTH SCHOOL CLERK - COTTAGE GROVE**

ATTENDANCE OFFICERS (3%)

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

(2) **ELEVEN (11) MONTH ATTENDANCE OFFICER - COTTAGE GROVE**

❖ **CENTRAL OFFICE CLERICAL (3%)**

(1) **SUPERINTENDENT'S SECRETARY**

(2) **RECEPTIONIST**

(3) **SECRETARY TO THE COORDINATOR OF BUSINESS AFFAIRS**

(4) **FEDERAL STATE PROGRAMS PAYROLL**

(5) **SECRETARY TO ASSISTANT SUPERINTENDENT**

(6) **PAYROLL COORDINATOR**

(7) **HOME SCHOOL COORDINATOR**

(8) **SECRETARY TO HOME SCHOOL COORDINATOR**

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❖ PUPIL PERSONNEL SERVICES STAFF (3%)

- (1) SECRETARY TO THE DIRECTOR OF PUPIL PERSONNEL SERVICES
- (2) GUIDANCE COUNSELOR
- (3) HEALTH COORDINATOR
- (4) SOCIAL WORKER
- (5) PSYCHOLOGIST

❖ ADMINISTRATORS (2.5%)

- (1) DIRECTOR OF BUILDING & GROUNDS
- (2) DIRECTOR OF FOOD SERVICES
- (3) PRINCIPALS
- (4) DIRECTOR OF PUPIL PERSONNEL SERVICES
- (5) COORDINATOR OF BUSINESS AFFAIRS
- (6) ASSISTANT SUPERINTENDENT
- (7) ASSISTANT PRINCIPALS

Roll Call: Ayes: Coleman, Cook, Mitchell, Sherman, Thompson, Viverette

Nays: None

Absent: Griffin

Abstain: None

6 ayes, 0 nays, 1 absent, 0 abstain, 0 present - motion carried.

PART B - CURRICULUM AND STAFF DEVELOPMENT

Mrs. Joyce McEwen stated that members were in receipt of her advanced report and asked for acceptance as follows:

I. FOR YOUR INFORMATION

A. ECRA GROUP

Writing Assessments have been completed by our students and have been mailed to the ECRA Group for scoring and analysis.

B. IOWA TEST OF BASIC SKILLS

Scores have returned and are being analyzed by Administration, Principal's and Teacher's, who are reviewing student scores, and making recommendations for continued support as needed. Meetings will be scheduled with returning teachers to discuss the results of their students Iowa Test of Basic Skills scores and to starting points for instruction.

C. SCHOOL IMPROVEMENT TRAINING/PLANNING CONFERENCE

The above conference will be held *May 30-June 1, 2012*. This Planning Conference will be attended by Administration, Design Team members from both buildings and the Home School Coordinator, who discuss strategies and prepare for improvements and new procedures, as deemed necessary for the *2012-2013* school year.

The initial training on the Common Core Standards will begin at this time.

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

Building reports were submitted by the following personnel:

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

Nicole Conway, HOME SCHOOL COORDINATOR

Stephanie Stephen, PRINCIPAL, COTTAGE GROVE U.G.C.

E. *UPCOMING DATES*

June 1-29, 2012

Summer School

PART C - PUPIL PERSONNEL SERVICES & SPECIAL EDUCATION

Mrs. Tamara Young informed members that they were in advanced receipt of her report, then asked for acceptance as follows:

I. **FOR YOUR INFORMATION**

A. RTI/ PROBLEM SOLVING

Mr. Palmisano continues to meet with students for counseling and PBIS support. He also assisted with Career Day at both schools and helped chaperone the PBIS reward trip to the Cubs game at Wrigley Field. Mr. Palmisano has continued completing evaluations for students, including the follow up assessments for children identified from the Child Find early intervention screenings. Mr. Palmisano continues with his professional development by networking with other districts in regards to RTI and taking part in different online trainings.

B. HEALTH SERVICES

In May of 2012, Automated External Defibrillators (AED) and AED Cabinets maintenance check was conducted in the District Office, Cottage Grove, Medgar Evers and Tidye A. Phillips School.

Students identified during the annual school vision screening process and teacher referrals participated in the OneSight Vision Clinic. Twenty-three students with parental consent were given eye examinations. Twenty of the Twenty-three students received eyeglass donated by OneSight vision clinic on May 15, 2012.

Audiometer calibration was completed on May 17, 2102, by the Illinois Department of Public health. The clinic was held at the Flossmoor School District 161, Normandy Villa Instructional Center in Chicago Heights.

C. COUNSELING PROGRAM

(NJHS) National Junior Honor Society members completed two community services projects during the month of May. Students volunteered as Career Day Ambassadors during Medgar Evers Career Day. They also volunteered as hostesses during the Cottage Grove Upper Grade Center graduation. New Officers were elected during the last chapter meeting of the school year held on May 15, 2012. Outgoing officers are Charnese Hines-President, Mariah Hines-Treasurer, Marjerice Wallace-Vice President, Dyisha Lewis-Secretary and Kiara Brown-Journalist. Incoming officers for the 2012-2013 school year is Marjerece Wallace-President, Mariah Hines-Vice President, Kiara Brown-Treasurer and Adrienne Wilson-Secretary. The end of the year celebration was held on May 15, 2012.

The counselor concluded individual counseling services for the seven students that were assigned to her caseload.

McDonald's gift cards in the amount of \$10.00 were awarded to 29 students at Cottage Grove Upper Grade Center for submitting winning entries for the three contests held in conjunction with the Career, College and Health Fair.

D. SOCIAL WORK/CASE MANAGEMENT SERVICES

Eighteen meetings through special education were completed from April 18th to May 18th. Eight of those meetings were Annual Review for (IEP) Individual Education Plans, three were Reevaluations, four were initials, one was a domain meeting and two were transition meetings.

Three Home visits were conducted. Three student interviews were conducted and three adaptive behavior scales were completed.

The counselor concluded individual counseling services for the seven students that were assigned to her caseload.

McDonald's gift cards in the amount of \$10.00 were awarded to 29 students at Cottage Grove Upper Grade Center for submitting winning entries for the three contests held in conjunction with the Career, College and Health Fair.

E. STAFF DEVELOPMENT

Mr. Palmisano attended a workshop on building collaborative relationships at SPEED on April 23. Mr. Palmisano is completing four graduate courses this year in educational administration and leadership.

Monthly Reports-Departmental reports were submitted by the following (See references 1-4)

Millicent Griffin-Social Worker/Case Manager
Edward Palmisano-Psychologist
Sharon Rouls-Counselor
Geraldine Parham-Health Coordinator

PART D - BUSINESS AFFAIRS

Mrs. Coretta Jackson, Coordinator of Business Affairs, reminded members of the Board that they were in advanced receipt of her report, then as for favorable approval as follows:

Motioned/Thompson;Seconded/Viverette to approve Part D - Business Operations Report.

I. FOR YOUR AUTHORIZATION

A. ACCOUNTS PAYABLE

Authorization is requested to pay Accounts Payable bills for June 5, 2012 in the amount of \$247,529.32.

B. PAYROLL SUMMARY

The following is the payroll summary for the month of May 2012 as detailed below:

May 4, 2012	\$216,102.63
May 18, 2012	<u>\$228,505.49</u>
Total	\$444,608.12

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 5, 2012 - July 10, 2012
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: June 5, 2012 - July 10, 2012
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
Beyond The Veil Kingdom Ministries
Purpose: Religious Purposes
Cost: **\$75.00-Sunday/\$25.00-Wednesday**

D. PETTY CASH

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

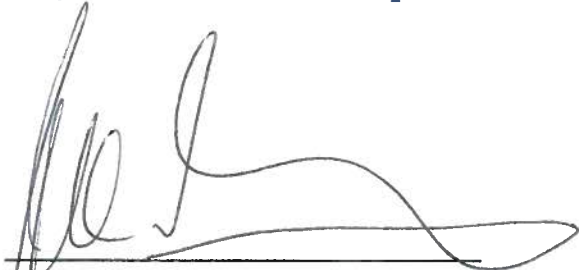
Federal & State	\$134.00
Building & Grounds	\$ 29.21
PPS	\$127.44
District Office	\$148.98
Medgar Evers	\$193.91
Cottage Grove	<u>\$199.50</u>
Total	\$833.04

E. IMPREST FUND

Authorization is requested to replenish Imprest Fund in the amount of **\$8,835.59**. Reference #1

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

ADJOURNMENT - 5:59 p.m.



Joe Sherman, Board President



Lera Cook, Board Secretary
Ester Viverette, Secretary Pro-tempore