

**FORD HEIGHTS SCHOOL DISTRICT 169
MINUTES OF BOARD MEETING HELD
TUESDAY, JUNE 11, 2013**

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. Tamara Young, Director of PPS
Mrs. Stephanie Stephen, Principal, Cottage Grove U.G.C.
Sharon Rivers, Assistant Principal, Cottage Grove U.G.C.

Legal Counsel: Raymond Hauser

QUESTIONS FROM PUBLIC (3 Minutes)

None

AGENDA

Motioned/ Sherman; Seconded/Mitchell - 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.

Minutes of Board of Education

June 11, 2013

Page 2

MINUTES

Motioned/Sherman; Seconded/Mitchell- to approve the minutes of *May7, 2013*

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.

Board member Hayslett arrived at 5:08 p.m.

CORRESPONDENCE

NONE

PART A - REPORT OF THE SUPERINTENDENT

Superintendent Jackson reminded members of the Board that they were in advanced receipt of his report, but stated there was an Addendum to his report. Superintendent Jackson addressed the Addendum Report, then asked for favorable approval of his report inclusive of Addendum Report as written:

Motioned/Sherman; Seconded/Mitchell- to approve report of Superintendent inclusive of Addendum Report as follows:

I. FOR YOUR AUTHORIZATION

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

1. LETTERS OF RESIGNATION

- a. ***Ms. Alexandra LeFlore***, Language Arts teacher -

**Minutes of Board of Education
June 11, 2013
Page 3**

Cottage Grove Upper Grade Center, has submitted a Letter of Resignation, effective May 31, 2013.
(See reference #1)

- b. **Ms. Jackie Pendola**, Music Teacher - Medgar Evers Primary Academic Center, has submitted a Letter of Resignation, effective May 31, 2013. *(See reference #2)*

2. APPOINTMENTS

Authorization is sought to hire **Amanda Akstins** as Music Teacher at Medgar Evers Primary Academic Center (replacing Jackie Pendola), - BA, Step 2, \$38,571 effective for the **2013-2014** school year. *(See reference #3)*

3. SALARY INCREASE

Authorization is sought to increase the salary of the following personnel by three percent (3)% for the **2013-2014** school year.

❖ **SECURITY**

(1) DIRECTOR OF SECURITY

Members of the Board we are currently in negotiations between the Board of Education and District 169 Education Association IEA/NEA for **Compensation only**, associated with the 2013-2015 Negotiated Contract between the IEA/NEA and the Board of Education.

B. AUTHORIZE SAFE SCHOOLS PROGRAM AGREEMENT (R.I.S.E.)
(See reference #4)

Authorization is sought to sign and submit Safe Schools Program Agreement for the **2013-2014** School Year.

Minutes of Board of Education
June 11, 2013
Page 4

C. AUTHORIZE CONSULTING AGREEMENT WITH DIVERSIFIED THERAPEUTICS INCORPORATED (See reference #5)

Authorization is sought to enter into agreement with Diversified Therapeutics Incorporated Center for Speech Therapy to provide Speech Pathology related services for **2013-2014** school year.

D. AUTHORIZE CONSULTING AGREEMENT WITH MILESTONE THERAPY, LLC (PHYSICAL THERAPY SERVICES (See reference #6)

Authorization is sought to enter into agreement with Milestone Therapy, LLC for Physical Therapy related services for **2013-2014** school year.

E. APPROVE THE VAL-ED LEADERSHIP ASSESSMENT SERVICE CONTRACT (See reference #7)

Authorization is sought to approve the Val-Ed Leadership Assessment Service Contract for the **2013-2014** school year. This is an on-line survey that is to be completed by all Teachers, Principals, Assistant Principals and the Superintendent of Schools. After which time the report is compiled, the Superintendent will meet with the principals and assistant principals to discuss the results. The results are one component of the Principal and Assistant Principal's final evaluation.

F. APPROVE 2013-2017 MILLER, COOPER AND COMPANY, LTD. CONTRACT (See reference #8)

Approve contract between Ford Heights School District 169 Board of Education and Miller, Cooper and Company, Ltd. Accounting to perform **2013-2017** annual audit. The contractual agreement is a four (4) year term, beginning June 2014 and ending June 2017.

**Minutes of Board of Education
June 11, 2013
Page 5**

Board member Hayslett, stated that she did not note the presence of the bill list for the month of June, and as such, her vote is to abstain.

Roll Call: Ayes: Cook, Hayslett, Lawrence, Mitchell, Sherman, Viverette
 Nays: None
 Absent: Coleman,
 Abstain: Hayslett
 5 ayes, 0 nays, 1 absent, 1 abstain, 0 present – motion carried.

II. FOR YOUR INFORMATION

A. LIL DIVA’S SUMMER PROGRAM

Authorize year five (5) continuation of Lil Diva’s Summer Program beginning Monday, June 24, 2013, ending Thursday July 18, 2013. There will be three (3) program coordinators, Mrs. Lera Cook, Mrs. Ester Viverette, and Ms. Victoria Hayslett.

B. MONTHLY ENROLLMENT (AS OF MAY 28, 2013)

MEDGAR EVERS SCHOOL

PRE-K	38	KDG	43
GRADE 1	46	GRADE 2	43
GRADE 3	46	GRADE 4	47
		TOTAL	264

COTTAGE GROVE UPPER GRADE CENTER

Grade 5	44	Grade 6	51
Grade 7	42	Grade 8	48
		TOTAL	185

TOTAL DISTRICT	OUT OF DISTRICT	GRAND TOTAL
449	18	467

REPORT OF CONTACTS (ATTENDANCE OFFICERS)

MEDGAR EVERS:

HOME VISITS	TELEPHONE CONTACTS	PARENT CONFERENCES
12	322	8

COTTAGE GROVE:

HOME VISITS	TELEPHONE CONTACTS	PARENT CONFERENCES
5	200	5

C. INDEPENDENCE DAY - REMINDER

Please note that **Thursday, July 4**, is Independence Day and the District Office will be closed on **Thursday, July 4, 2013 and Friday, July 5, 2013**. Should work loads dictate, staff will be on-site as needed on **Friday, July 5, 2013**.

ADDENDUM REPORT

I. FOR YOUR AUTHORIZATION

A. PERSONNEL

LETTER OF RESIGNATION

Shawn Neubauer, Physical Education Teacher- Cottage Grove Upper Grade Center

Mr. Shawn Neubauer, Physical Education and Boys Basketball Coach, Cottage Grove Upper Grade Center, has submitted a letter of resignation, to be effective for the 2013-2014 school year. See Reference #1.

PART B- CURRICULUM AND STAFF DEVELOPMENT

Mrs. Joyce McEwen, Assistant Superintendent expressed to members that they were in advanced receipt of her report, after which she requested acceptance of her report as written.

I. FOR YOUR INFORMATION

A. 2013 NATIONAL CONFERENCE ON COLLEGE & CAREER READINESS AND COMMON CORE STATE STANDARDS

Mrs. Joyce McEwen, Assistant Superintendent, *Mrs. Tamara Young*, Director of Pupil Personnel Services, *Mrs. Marilyn Barnes*, Principal, *Mrs. Stephanie Stephen*, Principal, *Dr. Irma Plaxico*, Assistant Principal and *Mrs. Sharon Rivers*, Assistant Principal, will all be attending the above conference, June 27-29, 2013.

The Illinois State Board of Education has adopted new Math and English Language Arts standards for K-12 education formerly known as the Illinois State Learning Standards and now called the "Common Core" Standards. The goal is to better prepare Illinois students for success in college and the workforce in a competitive global economy.

Why new standards?

- The expectations for what students must know and be able to demonstrate were different in 1997 when Illinois adopted the current standards.
- The new standards aim to provide clear, consistent academic benchmarks with "fewer, clearer and higher" academic standards for essential learning and skills. The standards were developed while considering the standards of top performing countries and the strengths of current state standards.

Minutes of Board of Education

June 11, 2013

Page 8

- The 2010 state standards provide benchmarks for academic progress (skills and knowledge) that students should have at the conclusion of each grade level. This will allow teachers to establish the best approach to help their students meet those standards .
- Students and parents will clearly understand the knowledge students are expected to attain each year.

B. RISING STAR- SCHOOL IMPROVEMENT PLAN

Ford Heights School District 169 has now completed our School Improvement Plan, which is the state's official system of record for school and district level improvement planning.

We were assisted in this process by South Cook Intermediate Service Center 4, who proved to be a great help to us in this endeavor.

Members of South Cook Intermediate Service Center were quick to let us know that they too, were very much impressed with staff who participated as well.

C. CINCO DE MAYO

On Monday, May 6, 2013, Medgar Evers Primary Academic Center presented the first Cinco DeMayo Celebration. Each grade participated in this celebration.

Performances consisted of skits, songs, oral presentations, and a dance. Our Hispanic students recited the Pledge of Allegiance in Spanish as a presentation. There was appropriate music accompanied by the students using Maracas.

This celebration proved to be fun, as well as, culturally stimulating and informative, for our non-Hispanic students.

Minutes of Board of Education

June 11, 2013

Page 9

D. FIELD DAY

Medgar Evers Primary Academic Center held their Annual Field Day on Friday, May 24, 2013. This is a culminating event which students and staff look forward to, as it signals the end of the school year, endless fun and activities, and various food offerings.

E. STEP-UP DAY

Step Up Day is a transitioning from 4th Grade students to becoming 5th Grade students. Our 4th Graders are taken by Bus to Cottage Grove Upper Grade Center, where they are greeted by the Administrative team and teachers.

Students sit with 5th Grade teachers, and receive expectations of 5th Graders. They are also given a tour of the building, and received a nice lunch, before returning to Medgar Evers Primary Academic Center.

F. NATIONAL JUNIOR HONOR SOCIETY INDUCTION CEREMONY

The National Junior Honor Society is an organization that recognizes outstanding high school and middle school students. To this end, Cottage Grove Upper Grade Center, held an Induction Ceremony on Monday, May 13, 2013 in the Dr. Wille L. Davis Auditorium, in which **fourteen(14) students** from grades 6-8 were inducted.

Kudos to those students for a job well done!

Minutes of Board of Education

June 11,2013

Page 10

G. HEROIC EFFORTS

Mrs. Nicole Conway, Home School Coordinator, and a group of Parent Center volunteers, were on a field experience at Navy Pier, when a young child suffered from a seizure, then slipped on wet pavement, and went into cardiac arrest.

This is when **Mr. Clifton Johnson**, Parent volunteer, **Ms. Toni Anderson**, Parent Center Clerk, and **Mrs. Nicole Conway**, all went to the aid of this child, using the CPR training provided to them through the District. The young child did regain consciousness as the paramedics arrived.

The aforementioned individuals are to be congratulated for their quick actions in helping to save the child.

H. MONTHLY BUILDING REPORTS (See references #)

Building reports were submitted by the following personnel:

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

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

Nicole Conway, HOME SCHOOL COORDINATOR

Celestine Burrel, ATTENDANCE OFFICER

I. UPCOMING DATES

MAY 31, 2013

Professional Development Summer School(2hrs.)

Minutes of the Board of Education

June 11, 2013

Page 11

JUNE 3-28, 2013

Summer School

JUNE 7,2013

Parents of Summer School Students meet with Administrators and Staff on expectations

JUNE 10,17,19,2013

Building Principals and One Teacher will receive training at ISCA on English Language Arts Common Core Standards

JUNE 21, 2013

Mrs. Joyce McEwen, Assistant Superintendent and Mrs. Leoria Bady will receive training regarding upcoming changes in the New Title I Application

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 of her report as written:

I. FOR YOUR INFORMATION

A. PROBLEM SOLVING/RTI

The Pupil Personnel Services Team conducted Problem Solving meetings with grade level and special teachers to discuss and to offer interventions for those students needing additional support and assistance at Cottage Grove Upper Grade Center and Medgar Evers Primary Academic Center. Individual meetings were held with parents to discuss areas of concern about their children.

Minutes of Board of Education

June 11, 2013

Page 12

District Leadership Team meeting was held to discuss. School Wide Information System (SWIS) data was viewed by the administrative to analyze if there were any behavior trends among our student population. Behavior interventions and student supports were also discussed.

Mrs. Young continues to extend the support of the PPS staff and remind the teachers to write up referrals for students who are struggling in the areas of academics and behaviors.

B. CASE MANAGER/SOCIAL WORK SERVICES

The case manager has facilitated a team discussion on a Character Education Program that will be implemented at Medgar Evers Primary Academic Center for the fiscal year 2013-2014.

The social worker continues to work with students on their behavior with individual counseling, check in check out and parental communication.

C. HEALTH SERVICES

The following annual state reports were completed by the Health Coordinator: Vision examination: Illinois State Board of Education, Dental examination: Illinois State Board of Education, Vision Screening: Illinois Department of Public Health and Hearing Screening: Illinois Department of Public Health.

Cardiopulmonary Resuscitation (CPR) class is scheduled to take place in the District Office on June 18, 2013. Safety by Design will conduct the class. After completion of the class, each person will receive their CPR card. The class will consist of life saving techniques on adults and children as well as how to help choking victims.

Minutes of Board of Education

June 11,2013

Page 13

Monthly Automated External Defibrillator (AED) check was conducted May, 2013 in the District Office, Cottage Grove School, Medgar Evers Pac, and Tiyde A. Phillips.

D. COUNSELING PROGRAM

Fourteen students were inducted into the Cottage Grover Upper Grade Center National Junior Honor Society (NJH) on May 13, 013. There were six 6th graders, five 7th graders and three 8th graders who were inducted. Students were identified based on their grade point average and then brought before the faculty council for review.

The Career, College and Health Fair took place at Cottage Grove Upper Grade Center on April 30, 2013. There were a total of twelve presenters who presented careers such as a Juvenile Justice Specialist, retired chief of police from Markham Illinois and a former National Aeronautics and Space Administration (NASA) Engineer. Several colleges and universities were also represented at the fair.

The Career Fair took place at Medgar Evers Primary Academic Center on May 8. 2013. Nine presenters representing various careers such as a fitness instructor, director of the Richton park Library District and a former Major League Baseball player.

E. STAFF DEVELOPMENT

The case manager social worker attended a work shop in Palos Hills regarding Social /Emotional Learning

F. MONTHLY REPORTS-Departmental reports were submitted by the following: (*See references #1-4*)

Fanesta Hitchcock-Psychologist

Millicent Griffin-Social Worker/Case Manager

Minutes of Board of Education

June 11,2013

Page 14

Latasha Wright-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 inquired if there were any questions. There were none, whereupon, Mrs. Jackson asked for approval of her report as written:

Motioned/Sherman; Seconded/Mitchell to approve Part D - Business Affairs Report.

I. FOR YOUR AUTHORIZATION

A. ACCOUNTS PAYABLE

Authorization is requested to pay Accounts Payable bills for June 11, 2013 in the amount of \$418,496.97.

B. PAYROLL SUMMARY

The following is the payroll summary for the month of May 2013 as detailed below:

May 03, 2013	\$219,648.24
May 17,2013	\$217,973.20
May 31, 2013	<u>\$211,069.06</u>
Total	\$648,690.50

Minutes of Board of Education

June 11,2013

Page 15

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 11, 2013 - July 9, 20133**
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 11,2013-July 9, 2013**
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-Wednesday
- C. Date: June 10, 2013- July 30, 2013**
Time: 10:00 a.m.-3:00 p.m./Monday thru Friday
Place: Cottage Grove (KIVA/Auditorium)
Contact: Melinda Bussie
Purpose: Performing Arts Summer Program
Cost: \$125.00 per day
(Reference #1)

Minutes of Board of Education

June 11, 2013

Page 16

- D. Date: A. Saturday, June 22, 2013
B. Saturday, July 27, 2013
C. Saturday, August 10, 2013
- Time: 12:00 p.m.-4:00 p.m.
- Place: Tidye A. Phillips
- Contact: Pastor Shawn Aldridge
Beyond The Veil Kingdom Ministries
- Purpose: A. Outreach Ministry
B. Health Fair
C. Back to School Fair
- Cost: \$125.00 per event- Total \$375.00
- Reference#2**

- E. Date: Friday, August 9, 2013
- Time: 3:00 p.m.-6:00 p.m.
- Place: Tidye A. Phillips
- Contact: Shirley Rogers
Mamas Birds Youth
- Purpose: 90th Birthday Party
- Cost: **\$125.00 per day**
- Reference#3**

D. PETTY CASH

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

Building & Grounds	\$200.00
PPS	\$200.00

Minutes of Board of Education

June 11, 2013

Page 17

District Office	\$382.86
Medgar Evers	\$177.63
Cottage Grove	<u>\$197.98</u>
Total	\$1,158.47

E. IMPREST FUND

Authorization is requested to replenish Imprest Fund in the amount of **\$5,613.58**.

Reference #4

F. PREVAILING RATE OF WAGES RESOLUTION/CERTIFICATE

All public bodies engaged in public works are required to file with the Secretary of State a resolution setting the prevailing rate of wages as defined in the Prevailing Wage Act(820 ILCS 130).

Reference#5

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

10. NEXT REGULAR BOARD MEETING:

Tuesday, June 11, 2013

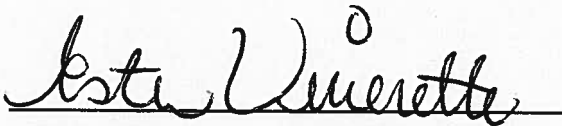
Minutes of Board of Education

June 11, 2013

Page 18

11. ADJOURNMENT - 5:15 p.m.

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



Ester Viverette, Board President



Lera Cook, Board Secretary