

**FORD HEIGHTS SCHOOL DISTRICT 169**  
**MINUTES OF BOARD MEETING HELD**  
**TUESDAY, JUNE 11, 2019**

The meeting was called to order by presiding officer Mr. Samuel J. LaWrence, III  
- 5:11 p.m.

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

Upon roll call the following members were present:

Present: Coleman, Hayslett, LaWrence, Viverette  
Absent: Cook, Mitchell, Sherman,  
Also Present: Dr. Gregory T. Jackson, Superintendent  
Mrs. Coretta Jackson, Assistant Superintendent of Business  
Administration & Operations  
Mrs. Marilyn Barnes, Director of Curriculum & Instruction  
Ms. Monique Johnson, Principal Medgar Evers PAC  
Dr. Sharon Rivers, Principal, Cottage Grove U.G.C.  
Ms. Chantel Jones, Assistant Principal Medgar/Cottage

Legal Counsel:

**QUESTIONS/COMMENTS FROM PUBLIC (2 Minutes)**

NONE

**BOARD PRESIDENT** then called for a motion to approve agenda.

**AGENDA**

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

Roll Call: Ayes: Coleman, Hayslett, LaWrence, Viverette  
Nays: None  
Absent: Cook, Mitchell, Sherman  
4 ayes, 0 nays, 3 absent, 0 abstain, 0 present - motion carried.

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**MINUTES**

**Motioned/Hayslett; Seconded/Coleman - to approve the minutes of May 7, 2019 Regular and CLOSED SESSION**

Roll Call: Ayes: Coleman, Hayslett, LaWrence, Viverette  
Nays: None  
Absent: Cook, Mitchell, Sherman,  
Abstain: None  
4 ayes, 0 nays, 3 absent, 0 abstain, 0 present – motion carried.

**CORRESPONDENCE**

**CARD FROM FAMILY OF MR. LARRY HOPKINS**

**PART A - REPORT OF THE SUPERINTENDENT**

**SUPERINTENDENT JACKSON** reminded members of the Board that they were in advanced receipt of his report. **SUPERINTENDENT JACKSON** also informed members there was an **ADDENDUM REPORT** as well. **SUPERINTENDENT JACKSON** then asked members **to not vote on Item A-2c**, as this person had recently rescinded the offer of employment for the 2019-2020 School Year. Superintendent Jackson expressed that this item would have to be rescinded in the next board report.

Superintendent Jackson expounded on the items of his **ADDENDUM REPORT**, then inquired if there were any questions, and recommended favorable approval of his report as submitted, inclusive of **ADDENDUM REPORT**.

**Motioned/Hayslett; Seconded/Coleman - to approve PART A - REPORT OF THE SUPERINTENDENT'S REPORT**, inclusive of **ADDENDUM REPORT** as submitted:

Roll Call: Ayes: Coleman, Hayslett, LaWrence, Viverette  
Nays: None

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Absent: Cook, Mitchell, Sherman  
Abstain: None  
4 ayes, 0 nays, 3 absent, 0 abstain, 0 present – motion carried.

**I. CLOSED SESSION**

- A. THE APPOINTMENT, EMPLOYMENT, AND COMPENSATION OF SPECIFIC EMPLOYEES OF THE BOARD (POSSIBLE ACTION)**

**II. FOR YOUR AUTHORIZATION**

- A. PERSONNEL (*Pending receipt of all personnel required documents and Illinois State Police and FBI criminal background clearance*)**

**1. LETTER OF RESIGNATION**

**MEAGHAN GRADY**, teacher Medgar Evers Primary Academic Center, has submitted a **LETTER OF RESIGNATION effective May 24, 2019.**

**2. APPOINTMENTS**

- a. Authorization is sought for Approval to appoint **Ms. TAMARA ROBINSON**, as Special Education Teacher, Medgar Evers Primary Academic Center, **MA+30 Step 6**, effective for the **2019-2020 School Year** (replacing Sandra Sears).
- b. Authorization is sought for Approval to appoint **Ms. ASHLEY IRWIN** as Administrative Assistant to Pupil Personnel Services & Principal of Cottage Grove Upper Grade Center effective for the **2019-2020 School Year** (replacing Elizabeth Downs).
- c. Authorization is sought for Approval to appoint **Ms. MEREDITH ROBERTSON** as 3<sup>rd</sup> Grade Teacher, Medgar Evers Primary Academic Center, **MA Step 5** effective for the **2019-2020 School Year** (replacing Meaghan Grady).

3. **RESCIND APPOINTMENT**

**KHADIJA SHANNON**, Special Education Teacher, Cottage Grove Upper Grade Center, effective for the 2019-2020 School Year.

4. **LANE & STEP REVISION**

Authorization is sought to revise Lane and Step of **Ms. ANGELA BARNES**, Teacher – Medgar Evers Primary Academic Center, from MA Step 7 to MA Step 8, effective 2019-2020 School Year.

5. **SALARY INCREASES - 2019-2020 SCHOOL YEAR**

Authorization is sought to increase the salary of the following personnel by a range of zero percent (0%) to three percent (3%) for the 2019-2020 School Year.

❖ **BUILDING ADMINISTRATIVE ASSISTANT'S**

- (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 OFFICERS**

- (1) **ELEVEN (11) MONTH ATTENDANCE OFFICER – MEDGAR EVERS**
- (2) **ELEVEN (11) MONTH ATTENDANCE OFFICER – COTTAGE GROVE**

❖ **CENTRAL OFFICE EMPLOYEES**

- (1) **EXECUTIVE ADMINISTRATIVE ASSISTANT TO THE SUPERINTENDENT**
- (2) **ADMINISTRATIVE ASSISTANT TO THE ASSISTANT**

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**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 PRINCIPAL DISTRICT-WIDE (1)**

**B. APPROVE FISCAL YEAR (FY) ENDING JUNE 30, 2020 TENTATIVE BUDGET  
(See reference #1)**

**C. RESOLUTIONS**

**1. TRANSFER OF MONIES (See reference #2)**

- a. RESOLUTION AUTHORIZING THE APPLICATION 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 #3)**

Authorization is sought to enter into agreement with Diversified Therapeutics Incorporated Center for Speech Therapy, to provide speech pathology related services for the 2019-2020 School Year. Speech Services - \$38,000.

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**E. AUTHORIZE CONSULTING AGREEMENT WITH MS. SHARON ROSSITER - FOR EDUCATIONAL CONSULTANT SERVICES**

Authorization is sought to enter into agreement with **MS. SHARON ROSSITER**, to provide Educational Consultant Services for the **2019-2020** School Year. **Not to exceed \$45,000.**

**F. AUTHORIZE HEALTH, LIFE, & DENTAL INSURANCE CONTRACTS**

**HEALTH INSURANCE:** Authorization is sought to approve contract for Health Insurance with **BLUE CROSS BLUE SHIELD** for the **2019-2020** School Year.

Our Health Insurance coverage will continue to be provided through Blue Cross Blue Shield of Illinois, effective **July 1, 2019 through June 30, 2020. Premium Percentage Increase 8.09%. Premium Amount \$461,288.40.**

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

Authorization is sought to approve contract with Delta Dental for the **2019-2020** School Year. **Premium Percentage Increase 0%. Premium Amount \$20,790.**

**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 **2019-2020** School Year. **Premium Percentage Increase 0%. Premium Amount \$6,739.00**

**G. PREVAILING RATE OF WAGES RESOLUTION/CERTIFICATE (See reference #4)**

Authorization is sought to approve the 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 II 130). The Act states: "Each public body shall, during the month of June of each calendar year, investigate and ascertain the prevailing rate of wages as defined in this Act and publicly post or keep available for inspection by an interested party in the main office of such public body its determination of such Prevailing Wage and shall promptly file a certified copy thereof in the office of the Secretary of State at Springfield: (820 ILCSS 130/9).

**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**

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, 2019 – JUNE 30, 2020**
- 2. JOHN C. CORRIGAN AND ASSOCIATES  
JULY 1, 2019 – JUNE 30, 2020**

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**3. DEJUAN A. KEA, CSC FIRM, LLC  
JULY 1, 2019 - JUNE 30, 2020**

**III. FOR YOUR INFORMATION**

**A. MONTHLY ENROLLMENT (AS OF MAY 24, 2019)**

**MEDGAR EVERS SCHOOL**

PRE-K	60	KDG	46
GRADE 1	48	GRADE 2	48
GRADE 3	49	GRADE 4	41
		<b>TOTAL</b>	<b>292</b>

**COTTAGE GROVE UPPER GRADE CENTER**

GRADE 5	40	GRADE 6	45
GRADE 7	41	GRADE 8	41
		<b>TOTAL</b>	<b>167</b>

<b>TOTAL DISTRICT</b>	<b>OUT OF DISTRICT</b>	<b>GRAND TOTAL</b>
<b>459</b>	<b>13</b>	<b>472</b>

**REPORT OF CONTACTS (ATTENDANCE OFFICER):**

**MEDGAR EVERS:**

<b>HOME VISITS</b>	<b>TELEPHONE CONTACTS</b>	<b>PARENT CONFERENCES</b>
<b>6</b>	<b>454</b>	<b>5</b>

**COTTAGE GROVE:**

<b>HOME VISITS</b>	<b>TELEPHONE CONTACTS</b>	<b>PARENT CONFERENCES</b>
<b>0</b>	<b>234</b>	<b>0</b>

**B. OBSERVANCE OF INDEPENDENCE DAY**

In the spirit of Independence Day, Fourth of July will be observed by the DISTRICT ON **THURSDAY, JULY 4, 2019** AND **FRIDAY, JULY 5, 2019** by all district personnel.



**ADDENDUM REPORT**

**I. FOR YOUR AUTHORIZATION**

**A. 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 15, 2019  
Time: 5:00 p.m.-10:00 p.m.  
Place: Medgar Evers  
Contact: Coretta Jackson  
Purpose: Birthday Party  
Cost: **Request fees to be waived**
  
- B. Date: Monday, June 17, 2019  
Time: 1:30 p.m. -4:00 p.m.  
Place: Tidye A. Phillips  
Contact: Sabrina Harper  
Purpose: Repast  
Cost: **\$62.50-Custodian/\$175.00-Building**

**PART B - ASSISTANT SUPERINTENDENT OF BUSINESS ADMINISTRATION  
& OPERATIONS**

**MRS. CORETTA JACKSON** expressed to members that they were in advanced receipt of her report. **MRS. JACKSON** addressed the tentative budget by informing members of the status of budget, and, that numbers could possibly change as this was a tentative budget. She ended by stating that the budget would come back before Board for final approval at a later date. She then inquired if there were any questions. **THERE WERE NONE.** **MRS. JACKSON** then asked for approval of report as submitted.

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Motioned/Hayslett; Seconded/Coleman - to approve **PART B - ASSISTANT SUPERINTENDENT OF BUSINESS ADMINISTRATION & OPERATIONS REPORT** as submitted:

Roll Call: Ayes: Coleman, Hayslett, LaWrence, Viverette  
Nays: None  
Absent: Cook, Mitchell, Sherman  
Abstain: None  
4 ayes, 0 nays, 3 absent, 0 abstain, 0 present – motion carried.

**I. FOR YOUR AUTHORIZATION**

**A. ACCOUNTS PAYABLE**

Authorization is requested to pay Accounts Payable bills for June 11, 2019 in the amount of **\$233,341.57**.

**B. PAYROLL SUMMARY**

The following is the payroll summary for the month of May, 2019 as detailed below:

May 10, 2019	\$213,948.95
May 24, 2019	<u>\$182,725.28</u>
<b>Total</b>	<b>\$396,674.20</b>

**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, 2019- July 9, 2019  
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

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Cost: **\$75.00-.Sunday/\$25.00-Wednesday**

B. Date: Thursday, June 20, 2019  
Time: 3:00 p.m. -7:00 p.m.  
Place: Tidye A. Phillips  
Contact: Gregory Viverette  
Purpose: Birthday Party  
Cost: **\$100.00-Custodian  
(Reference #1)**

**D. PETTY CASH**

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

District Office	\$ 484.16
Business Office	\$ 57.02
Federal/State	\$ 140.00
Building & Grounds	\$ 126.39
Medgar	\$ 155.33
Cottage Grove	<u>\$ 200.00</u>
<b>Total</b>	<b>\$1,162.90</b>

**E. IMPREST FUND**

Authorization is requested to replenish Imprest Fund in the amount of **\$13,736.10**.

**F. COPIER BIDS**

The District will advertise for Sealed Bids for copiers for the entire District. Bids will be opened on Friday, July 12, 2019 at 9:00 a.m. at the District Office.

**PART C - CURRICULUM AND INSTRUCTION**

Mrs. Barnes reminded members that they were in advanced receipt of her report, then inquired if there were any questions. **THERE WERE NONE**. She then asked for acceptance as submitted:

**I. FOR YOUR INFORMATION**

**A. SUMMER ENRICHMENT ACADEMY**

We have begun the three (3) week Summer Enrichment Academy at both Cottage Grove Upper Grade Center and Medgar Evers Primary Academic Center. Students in grades kindergarten through third will be housed at Medgar Evers, while students in grades fourth through seventh will attend Cottage Grove. Students will be in attendance three (3) days a week (Mondays, Tuesdays, and Wednesdays).

They began on Monday, June 3, 2019 through Wednesday, June 19, 2019. Students will start classes each day at 9:00 a.m. until 12:00 noon. Students will be provided with breakfast and lunch each day.

The focus at Medgar Evers will be STEAM (Science, Technology, Engineering, Art, and Math). Students will complete projects and be exposed to materials for STEAM.

At Cottage Grove, students will continue with the various clubs they participated in during the school year. The clubs that will be offered are as follows: Gardening Club, Robotics Club, Culinary Club, Technology Club, and Math Club.

We are excited to be able to extend the Summer Enrichment Academy again this year to our students. While this will be a different type of program from previous years, teachers will work equally hard to ensure students have the best learning experiences and opportunities in such a short time. Our students will truly remember all of the learning and fun that took place during the Summer Enrichment Academy for years to come.

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**B. MONTHLY DISTRICT WIDE FAMILY WORKSHOP SERIES**

The Family Workshop series was such a success this school year. On the last workshop, a survey was given to parents to provide feedback on how the year went and topics they were interested in having on the calendar for the 2019-2020 school year.

On next school year, Ford Heights School District 169 will continue to offer the workshop opportunities to parents. Although Kathleen Chvostal will be retiring from the SPEED S.E.J.A. District 806, she has agreed to continue to lead the workshop series next year, as Administration and parents were very pleased with the presentations.

Many thanks are in order for Mrs. Chvostal, and all the families who were in attendance for the Family Workshop Series.

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

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 Officer

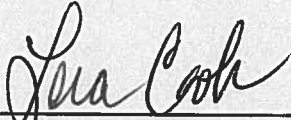
**BOARD PRESIDENT** called on Principals Rivers and Johnson, and Assistant Principal Jones to give a status update on the activities/ happenings in their respective buildings. Both Principals and Assistant Principal ended their wrap up with thanking Superintendent Jackson and the Board of Education for their continued support during the school year and expressed that without that support, they could not have accomplished the things that were accomplished.

**BOARD PRESIDENT** called for a motion to adjourn.

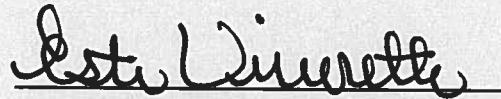
**ADJOURNMENT: 5:23 p.m.**

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Motioned/Hayslett; Seconded/Coleman - to adjourn meeting



\_\_\_\_\_  
Mr. Samuel J. Lawrence, III  
Board President



\_\_\_\_\_  
Mrs. Ester Viverette, Secretary