

FORD HEIGHTS SCHOOL DISTRICT 169
MINUTES OF BOARD MEETING HELD TUESDAY, MARCH 8, 2011

The meeting was called to order by presiding officer Mr. James Coleman,
- 5:08 p.m.

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

Upon roll call the following members were present:

Present: Coleman, Cook, Jones, Patterson , Sherman, Viverette
Absent: Griffin
Also, Present: Dr. Gregory Jackson, Superintendent
Mrs. Sheila Pickens, Director of Pupil Personnel
Services,
Mrs. Coretta Jackson, Coordinator of Business Affairs

Legal Counsel:

AGENDA

Motioned/Cook; Seconded/Patterson – to approve the agenda.

Roll Call: Ayes: Coleman, Cook, Jones, Patterson, Sherman,
Viverette
Nays: None
Absent: Griffin
Abstain: None
6 ayes, 0 ayes, 1 absent, 0 abstain –motion carried.

MINUTES

Motioned/Cook; Seconded/Viverette – to approve the minutes of
February 8, 2011 (Regular Session).

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Roll Call: Ayes: Coleman, Cook, Jones, Patterson, Sherman,
Viverette

Nays: None

Absent: Griffin

Abstain: None

6 ayes, 0 ayes, 1 absent, 0 abstain –motion carried.

CORRESPONDENCE

None

QUESTIONS FROM PUBLIC (3 Minutes)

MR. SHAUN TAYLOR addressed members of the Board regarding a *Not for Profit Organization* which he has recently started, then expounded on what the intent of the organization was, as well as, how and what services they would be offering to citizens of Ford Heights.

In conclusion, Mr. Taylor requested a monetary donation from the Board of Education towards his endeavor.

MS. ANNIE COULTER reiterated her request for space in the Tidye A. Phillips School, in an attempt to set up a computer lab for citizens of Ford Heights, with the intent to re-establish a Library at a later date, as more books and materials are received. She expressed that she looked forward to hearing of the Board's decision soon.

Board member Griffin joined the meeting at 5:15 p.m.

PART A - REPORT OF THE SUPERINTENDENT

Superintendent Jackson began his report by asking for the indulgence of members of the Board, as there would be a brief presentation by Dr. Theresa Hill, Literacy Consultant - explaining how the new Reading Series selected, would work with safeguards already set in motion, in an effort to keep on track and on top of the goals set for increasing test scores of the Students of Ford Heights School District 169.

Superintendent Jackson then asked Mrs. Joyce McEwen, Assistant Superintendent to introduce Dr. Hill, and representatives of the publishers for new series chosen, which she did. Mrs. McEwen, before introducing Dr. Hill, gave an overview of how the entire selection process was conducted from beginning to end, as well as, how the final decision for the new series was ultimately reached.

At the end of Dr. Hill's presentation, Superintendent Jackson informed members that they were in advanced receipt of his report, and asked for favorable approval.

Board President, called for a motion to accept Superintendent's Report, but was met with an objection by Board members, Jones and Griffin, who made a motion to table "personnel: items of Superintendent's report. The motion died. At this point, member Jones reiterated the motion to table certain "personnel" items of the Superintendent's report. The motion died again.

Member Jones made several statements and/or comments as to his displeasure with "personnel" items and became very vocal.

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A short recess/break was taken in an effort to allow cooler heads to prevail upon re-entering into regular board meeting.

Upon return, Board President, asked for a motion to accept Superintendent's report as follows:

Motioned/Cook; Seconded/Viverette – to approve the Superintendent's report as follows:

I. FOR YOUR AUTHORIZATION

A. PERSONNEL

1. LETTER OF INTENT TO RETIRE (*See reference #1*)

Mrs. Anne Summers, Assistant Principal Medgar Evers Primary Academic Center, has submitted a Letter of Intent to Retire, **effective the end of 2010-2011 school year.**

2. FAMILY MEDICAL LEAVE OF ABSENCE (*See reference #2*)

Mrs. Kunda Sagar, Teacher Cottage Grove Upper Grade Center, has submitted a request for Family Medical Leave effective **Thursday, February 24, 2011 to Friday, March 18, 2011.**

3. APPOINTMENTS (*Pending receipt of all personnel required documents*)

a. *Howard Coleman*, as Assistant Principal - Medgar Evers Primary Academic Center, (Twelve month) Salary **75,000** Inclusive of TRS **effective 2011-2012** school year. (*See reference #3*)

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- b. **Sharon Rivers**, as Assistant Principal - Cottage Grove Upper Grade Center, (Twelve month) Salary **\$75,000** Inclusive of TRS **effective 2011-2012** school year. (*See reference #4*)
- c. **Janet Morris**, BA 30 Step 6, Salary **\$44,295**, as replacement Social Studies teacher - Cottage Grove Upper Grade Center, (Ten month) **effective 2011-2012** school year. (*See reference #5*)
- d. Special Education teacher replacing Esther Washington, Cottage Grove Upper Grade Center (*To Be Determined*), **effective 2011-2012** school year.
- e. **Lerin Jones - ATHLETIC DIRECTOR** (*See reference #6*)
- f. **Mary Thorson - 7TH GRADE GIRLS BASKETBALL**
- g. **Shedrick Tolbert - 7TH GRADE BOYS BASKETBALL**
- h. **Stephanie Williams - 8TH GRADE GIRLS BASKETBALL**
- i. **Lerin Jones - 8TH GRADE BOYS BASKETBALL**
- j. **Chantel Jones and Lerin Jones - 7TH & 8TH GRADE GIRLS AND BOYS TRACK**
- k. **Triketa Washington - 7TH GRADE GIRLS VOLLEYBALL**
- l. **Celestine Burrel - 8TH GRADE GIRLS VOLLEYBALL**
- m. **Cheryl Franklin - CHEERLEADING**

4. RESOLUTIONS (*See reference #7*)

RESOLUTION TO APPROVE TENURE FOR CERTAIN
PROBATIONARY TEACHERS -

Chantel Jones

COTTAGE GROVE UPPER GRADE CENTER

Janet Morris

COTTAGE GROVE UPPER GRADE CENTER

Triketa Washington,

MEDGAR EVERS PRIMARY ACADEMIC CENTER

Shannon Zenos,

MEDGAR EVERS PRIMARY ACADEMIC CENTER

B. AUTHORIZATIONS

a. 2011-2012 SCHOOL CALENDAR (*See reference #8*)

Authorization is sought to adopt the School Calendar for the 2011-2012 School year. The school year will begin on *Wednesday, August 10, 2011* and will end on *Friday, June 1, 2012*.

If no emergency days are used, school will end Thursday, *May 24, 2012*.

You will see by the attached copy of the official school calendar, that the following will be taking place on dates noted:

TEACHER INSTITUTE DAYS

Wednesday August 10, 2011

Thursday August 11, 2011

Friday August 12, 2011

Wednesday May 23, 2012

PARENT TEACHER CONFERENCES

Friday October 21, 2011

Friday March 23, 2012

EMERGENCY DAYS

Friday May 25, 2012

Tuesday May 29, 2012

Wednesday May 30, 2012

Thursday May 31, 2012

Friday June 1, 2012

b. AUTHORIZATION TO APPROVE CONSULTANT CONTRACT - 2011-2012

Authorization is sought to approve continuation of Consultant Contract with Dr. Theresa Hill (Literacy) for the **2011-2012** School year, Dr. Lisa Chang (Math) for the **2011-2012** School Year and Reginald Wright, (Math thru Music) for the **2011-2012** School year. *(See reference #11)*

- c. **AWARDING OF ERATE CONTRACTS FOR 2011-2012 (See reference #9)**

Authorization is sought to award ERATE contracts to qualified/chosen vendors for the 2011-2012 School year.

- d. **AUTHORIZATION TO PREPARE AND SUBMIT FEDERAL/STATE GRANTS FOR THE 2011-2012 SCHOOL YEAR**

Title I - Basic

Title I - ARRA

Title II - Teacher Quality

Early Childhood Block Grant

Reading Is Fundamental (RIF)

Rising Star - South Cook Intermediate Service Center (ISC-4)

Impact Aid

- e. **AUTHORIZE ADOPTION AND PURCHASE OF MCRAW-HILL (TREASURES) AS READING TEXTBOOK SERIES ELEMENTARY LEVEL AND GLENCOE (GLENCOE LITERATURE) UPPER GRADE LEVEL (See reference #10)**

Members of the Board, in last month's report, you were given an overview of the process the Textbook selection committee had implemented to narrow down a new Reading Series for the **2011-2012** school year, as well as, the Reading Series titles under consideration.

To this end, the committee has made its selection as to the preferred new series for the **2011-2012** school year.

Vendors chosen were:

**GLENCOE/McGRAW-HILL McMILLIAN - TREASURES
READING SERIES \$ 55,474.00 ELEMENTARY LEVEL**

**PEARSON/SCOTTS FORESMAN/PRENTICE HALL -
GLENCOE LITERATURE READING SERIES \$11,070.00
UPPER GRADE LEVEL**

II. FOR YOUR INFORMATION

A. MONTHLY ENROLLMENT (AS OF FEBRUARY 28, 2011)

MEDGAR EVERS SCHOOL

PREKINDERGARTEN	39	GRADE 3	44
KINDERGARTEN	50	GRADE 4	55
GRADE 1	51	TOTAL	288
GRADE 2	49		

COTTAGE GROVE UPPER GRADE CENTER

GRADE 5	54	GRADE 7	50
GRADE 6	49	GRADE 8	55
		TOTAL	208

TOTAL DISTRICT	OUT OF DISTRICT	GRAND TOTAL	
496	12	508	

REPORT OF CONTACTS (ATTENDANCE OFFICER):

MEDGAR EVERS:

HOME VISITS	TELEPHONE CONTACTS	PARENT CONFERENCES
36	218	30

COTTAGE GROVE:

HOME VISITS	TELEPHONE CONTACTS	PARENT CONFERENCES
1	286	42

B. SUMMER HOURS

The twelve month clerical staff will begin their **Summer Work Schedule** on **Wednesday, June 1, 2011** and end on **Friday, July 29, 2011**. The hours of operation for the Central Office, Medgar Evers Primary Academic Center, Pupil Personnel Services, and the Cottage Grove Upper Grade Center will be **Monday through Friday, from 8:00 a.m. to 2:30 p.m.** On Friday's the offices may operate with a reduced staff level, depending upon the work load.

CUSTODIAL STAFF

Custodial staff throughout the district, **Summer Schedule** will be from **7:30 a.m. to 3:30 p.m., Monday through Friday**, beginning **Wednesday, June 1, 2011** and ending on **Friday, July 29, 2011**.

Roll Call: Ayes: Cook, Griffin, Sherman, Viverette
Nays: None
Absent: Patterson
Abstain: Coleman, Jones
4 ayes, 0 Nays, 1 absent, 2 abstain –motion carried.

PART B - CURRICULUM AND STAFF DEVELOPMENT

Mrs. Joyce McEwen, Assistant Superintendent, after informing members of the Board that her report was informational only, highlighted various information included within her report, which she thought would be of importance to members of the Board, and asked for acceptance as written:

I. FOR YOUR INFORMATION

A. ILLINOIS STANDARDS ACHIEVEMENT TESTS (ISAT)

Due to the District's being closed for snow days, on February 2, and February 3, ISAT testing has been moved back to March 7 through March 18, 2011.

B. SATURDAY SCHOOL

Saturday School is going well. Attendance has been constant at approximately 82 students per Saturday.

Saturday School is offered to position those grade levels which must take ISAT (3-8) to be successful during times of testing. Saturday School ends April 16, 2011.

C. RISING STAR

South Cook Intermediate Service Center has informed the District that our proposal for the "Special Programs Project" - Rising Star, has been approved. This project will begin in May and end June 30, 2011.

This award will assist the District in our efforts to improve educational opportunities for our students. It will also allow for development and review of individual teacher Professional Development Plans, for the updating of action plans for classroom implementation, and to provide an

opportunity to in pre-identified concepts/skill areas which are in need of strengthening.

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

Building reports were submitted by the following personnel:

***Stephanie Stephen*, PRINCIPAL, COTTAGE GROVE UPPER GRADE CENTER**

***Nicole Conway*, HOME SCHOOL COORDINATOR**

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

E. MONTHLY INCENTIVE/PERFECT ATTENDANCE/HONOR ROLL REPORTS

(See reference #4)

Monthly reports were submitted by the following:

***Celestine Burrel*, ATTENDANCE OFFICER, MEDGAR EVERS P.AC.**

PART C: PUPIL PERSONNEL SERVICES

Mrs. Sheila Pickens highlighted a few items in her report in order to bring to attention of members of the Board of Education and asked that report be received as written:

I. FOR YOUR INFORMATION

A. PROBLEM SOLVING MEETINGS

The Pupil Personnel Services Team and Director conducted problem solving team meetings at Cottage Grove on February 10th and Medgar Evers on February 17th.

Subsequent meetings were scheduled and held with parents to discuss the academic and behavioral needs of their children. In addition, case study evaluations were initiated for several students.

B. HEALTH SERVICES

Dr. Edward and her Dental team provided examinations, teeth cleaning, fluoride treatments and sealants to students. A total of ninety-seven students were serviced. There are currently four students who are in mandated reporting grades that have not shown proof of a dental examination. Letters and telephone calls have been made in an effort to obtain the required documents from the parents prior to Mary 15th.

C. POSITIVE BEHAVIOR INTERVENTIONS AND SUPPORTS

The PBIS teams and staff of both schools participated in an assessment of how much of the PBIS program has been implemented in their respective schools. It was revealed that both schools have strong universal implementation. In addition both schools have implemented at the secondary level however Medgar Evers is further along in this process. As the district continues to promote this program, it will be necessary to place greater emphasis on the secondary support systems, while maintaining what has been accomplished at the universal level.

D. DISTRICT SPELLING BEE

A district committee has been developed and planning has begun to ensure that the students are participants in the 2012 Regional Spelling Bee. To this end, two planning meetings have been held and committee members attended the South Cook Regional Spelling Bee on Friday, February 11th. In an effort to properly prepare our students, Spelling

Bee events have been planned. Classroom spelling competitions will be held on March 28th, School-wide competitions are scheduled for April 18th, and the District Spell Down Competition is scheduled for May 5th.

E. STAFF DEVELOPMENT

The district counselor attended the Illinois School Counseling Association Conference held on February 4th at the Marriott in Chicago. PBIS team members attended training on February 15th entitled "Formalizing Tier 2 Secondary Systems Data and Practices" at SPEED in Chicago Heights.

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

Tamara Young - Social Worker/Case Manager
Edward Palmisano - Psychologist
Kameyal Alexander - Counselor
Geraldine Parham - Nurse

PART D - BUSINESS AFFAIRS

Mrs. Coretta Jackson, reminded members of the Board they were in advanced receipt of her report, she spoke to the two (2) additional building rentals.

Motioned/Griffin; Seconded/Patterson - to approve Part D - Business Operations Report, including two (2) additional building rentals as written:

I. FOR YOUR AUTHORIZATION

A. ACCOUNTS PAYABLE

Authorization is requested to pay Accounts Payable bills for March 8, 2011 in the amount of **\$349,851.76.**

B. PAYROLL SUMMARY

The following is the payroll summary for the month of February 2011 as detailed below:

February 11, 2011	\$199,017.44
February 25, 2011	<u>\$207,301.81</u>
Sub Total	\$406,319.25

C. BUILDING RENTAL

Authorization is requested for the use of the following facilities:

- A. Date: March 8, 2011 - April 12, 2011
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: March 8, 2011 - April 12, 2011
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-Thursday**

C. Date: Sunday, March 27, 2011
Time: 4:00 p.m.-9:00 p.m.
Place: Cottage Grove Auditorium
Contact: Bishop Kenneth Franklin
Christ For Everyone Ministries
Purpose: Benefit Concert
Cost: **\$150.00-Custodial Fee**
Reference #1

D. Date: Sunday, March 12, 2011
Time: 6:30 p.m.-10:00 p.m.
Place: Tidye A. Phillips
Contact: James Coleman
Purpose: Kid's Jamboree
Cost: **\$100.00-Custodial Fee**
Reference #2

D. PETTY CASH

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

PPS	\$ 37.67
District Office	\$ 11.39
Cottage Grove	\$200.00
Medgar Evers	<u>\$200.00</u>
Total	\$449.06

E. IMPREST FUND

Authorization is requested to replenish Imprest Fund in the amount of **\$9,688.43**.

Reference #3

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Roll Call: Ayes: Coleman, Cook, Griffin, Patterson,
Sherman, Viverette

Nays: None

Absent: None

Abstain: Jones

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

ADJOURNMENT - 6:56 p.m.

Motioned/Griffin; Seconded/Patterson to adjourn meeting - voice vote motion carried.


James Coleman, Board President


Ester Viverette, Board Secretary