

**FORD HEIGHTS SCHOOL DISTRICT 169**  
**MINUTES OF BOARD MEETING HELD TUESDAY, MARCH 6, 2012**

The meeting was called to order by presiding officer Mr. Joe Sherman - 6:02 p.m.

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

Upon roll call the following members were present:

Present: Cook, Griffin, Mitchell, Sherman, Viverette  
Absent: Coleman, Thompson  
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 Joel DeTella

**QUESTIONS FROM PUBLIC (3 Minutes)**

NONE

**AGENDA**

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

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

**MINUTES**

Motioned/Cook; Seconded/Viverette- to approve the minutes of *February 7, 2012 (Regular)*, minutes of *Committee Meeting of the Whole January 21, 2012 (Regular and Closed)*

## Minutes of March 6, 2012

### Page 2

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

### CORRESPONDENCE

**Mary Fulwiley:** Thank you for your prayers, well wishes, and plant sent during her time of illness.

### PART A - REPORT OF THE SUPERINTENDENT

Superintendent Jackson, reminded members of the Board that they were in advanced receipt of his report, and asked for favorable approval. He then called members attention to Addendum Report.

Superintendent Jackson expounded on **Item I-C**. Superintendent explained that the Governor has a program for Districts which may be interested in infrastructure repair. Dr. Jackson went on to say that if you walked through the buildings, there were visually several items that needed to be repaired.

Superintendent Jackson stated that if the District were to spend \$100,000 for repairs for infrastructure issues, the State would reimburse the District \$50,000. Superintendent Jackson read some of the repairs listed in the Addendum Report that would be taken on, as part of this program, were the District to apply for the grant program.

Superintendent Jackson asked if there were any questions. There were none, therefore, once again Superintendent Jackson asked for favorable approval of his report as follows inclusive of the Addendum report.

Motioned/Griffin; Seconded/Viverette - to approve the report of the Superintendent, inclusive of the Addendum Report as follows:

#### **I. FOR YOUR AUTHORIZATION**

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

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

**Larry Hopkins**, Safety Officer at Medgar Evers Primary

Academic Center, has submitted a Letter of Intent to Retire at the conclusion of the 2011-2012 school year.

**B. RESOLUTIONS**

1. Resolution for Dismissal and Non-Renewal of Certain Non-Final-Year Probationary Teacher *(See reference #2)*

**ELIZABETH HAPP**  
Cottage Grove Upper Grade Center

2. Resolution Authorizing Notice of Honorable Dismissal to Certain Tenured Teacher *(See reference #3)*

**SHANNON ZENOS**  
Medgar Evers Primary Academic Center

**II. FOR YOUR INFORMATION**

**A. MONTHLY ENROLLMENT (AS OF FEBRUARY 29, 2012)**

**MEDGAR EVERS SCHOOL**

PREKINDERGARTEN	40	GRADE 3	43
KINDERGARTEN	41	GRADE 4	39
GRADE 1	45	<b>TOTAL</b>	<b>253</b>
GRADE 2	45		

**COTTAGE GROVE UPPER GRADE CENTER**

GRADE 5	54	GRADE 7	44
GRADE 6	43	GRADE 8	39
		<b>TOTAL</b>	<b>180</b>

<b>TOTAL DISTRICT</b>	<b>OUT OF DISTRICT</b>	<b>GRAND TOTAL</b>
<b>433</b>	<b>12</b>	<b>445</b>

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

**MEDGAR EVERS:**

<b>HOME VISITS</b>	<b>TELEPHONE CONTACTS</b>	<b>PARENT CONFERENCES</b>
<b>36</b>	<b>277</b>	<b>133</b>

**COTTAGE GROVE:**

<b>HOME VISITS</b>	<b>TELEPHONE CONTACTS</b>	<b>PARENT CONFERENCES</b>
<b>0</b>	<b>185</b>	<b>0</b>

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

**PART B - CURRICULUM AND STAFF DEVELOPMENT**

Mrs. Joyce McEwen, Assistant Superintendent expressed that items were informational only, however called attention to several upcoming dates and asked for acceptance as follows:

**I. FOR YOUR INFORMATION**

**A. ISAT TESTING**

Test materials are in and have been disbursed to Building Principals. Testing is scheduled to begin the week of **Wednesday, March 6, 2012** through **Wednesday, March 14, 2012** (inclusive of makeups).

**B. BLACK HISTORY PROGRAMS**

Medgar Evers Primary Academic Center and Cottage Grove Upper Grade Center Schools presented **Black History Programs**, on **Friday, February 24, 2012**. The programs offered projects activities/skits, promoting the achievements of African Americans and introduced students and parents to a rich history of diversity and inclusiveness in school classrooms.

## Minutes of March 6, 2012

### Page 5

We all know that celebrating African American achievements should never end once February turns to March. Black History Month, like Native American History Month (November) and Woman's History

Month (March), is a unique opportunity to highlight the roles played by African Americans in our national history. As a part of a people "out of many", African American achievements were too often glossed over or forgotten in history books and classroom lesson plans. From Crispus Attucks to Rosa Parks, from Dr. Martin Luther King, Jr. to Barack Obama, African Americans have contributed their talents and even given their lives in the march of freedom for all people. This truth must be a part of the history that schools teach well beyond Black History Month. *Kudos to our students and staff for a job well done!*

#### C. CAREER/HEALTH FAIR

Planning for Career Day and the Health Fair continues for both Medgar Evers Primary Academic Center (May) and Cottage Grove Upper Grade Center (April).

Committee members are in the process of trying to secure some very special guest for Career Day in the form of a Retired Navy Seal, and a member(s) of the Tuskegee Airman, to come and speak to students. They have confirmed that they have received favorable replies from others who have been contacted to participate in this event.

#### 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. MONTHLY INCENTIVE/PERFECT ATTENDANCE/HONOR ROLL REPORT

Monthly reports were submitted by the following:

*(See reference #4)*

**Minutes of March 6, 2012**

**Page 6**

*Celestine Burrel, ATTENDANCE OFFICER, MEDGAR EVERS P.A.C.*

**F. UPCOMING EVENTS**

**MARCH 5, 2012**

*Pulaski Day - NO SCHOOL*

**MARCH 7-14, 2012**

*ISAT Testing*

**MARCH 8, 2012**

*PTO Meeting - 11:00 a.m. Parent Center*

**MARCH 23, 2012**

*Parent Teacher Conference - 12:00 p.m. -6:00 p.m.*

*Medgar Evers Primary Academic Center*

*Report Cards go out*

**MARCH 25, 2012**

*Parent Teacher Conference - 12:00 p.m. -6:00 p.m.*

*Cottage Grove Upper Grade Center*

*Report Cards go out*

**MARCH 30, 2012**

*Book Club to Meet - 11:00 a.m. Parent Center*

*2<sup>nd</sup> Report Card Out*

**MARCH 31, 2012**

*Saturday School Ends*

## Minutes of March 6, 2012

### Page 7

#### **PART C - PUPIL PERSONNEL SERVICES & SPECIAL EDUCATION**

Mrs. Tamara Young reminded members of the Board that they were in advance receipt of her report. Mrs. Young informed and invited members to the Induction Ceremony for National Junior Honor Society and handed out invitations to members of the Board of Education.

#### **I. FOR YOUR INFORMATION**

##### **A. RTI/AIMS WEB/ PROBLEM SOLVING**

(RTI) Response to Intervention. The Aimsweb Winter Benchmarking was completed. Results and correlation charts indicate that there have been slight improvements, particularly in 5<sup>th</sup> and 6<sup>th</sup> grades. Overall, the Aimsweb to ISAT correlations predict a slight improvement in the number of students that are on track to pass ISAT.

We have continued to monitor issues of concern through the Problem Solving Team meetings.

##### **B. HEALTH SERVICES**

The first Tuesday in January, Automated External Defibrillators (AED) and AED Cabinets maintenance check was conducted in the District Office, Cottage Grove, Medgar Evers and Tidye A. Phillips Schools.

Plans are in progress for the Health Fair. The Health Fair is scheduled for April 19, 2012 at Cottage Grove Upper Grade Center. Several organizations and individuals have given confirmation of their attendance for the Fair.

The State of Illinois requires students that are in the kindergarten second grade and six grade to have an oral health examination. 36 out of 43 Kindergarten students were examined, 39 out of 44 Second Graders were examined and 38 out of 43 Sixth grader were

examined by either Gordon's Dental Associates or School House Dental through the District's dental program.

**C. Counseling Program**

The counselor continues to provide counseling curriculum at both Medgar and Cottage. During the month of March the counselor is working on the topic of Academic Planning with the 8<sup>th</sup> graders.

40 students from grades 6<sup>th</sup> through 8<sup>th</sup> were invited to an informational session on the National Junior Honor Society (NJHS). The counselor gave an overview of NJHS as well as member expectations during the informational. Candidate Information Forms were distributed to those students who were interested in becoming members. The deadline for submission of the forms was February 15, 2012.

Career Day planning continues as the committee members meet on a weekly basis. A preliminary list of presenters has been created.

**D. Social Work/Case Management Services**

The Social Worker continues to provide counseling to regular education and special education students. As the Case Manager, this month Ms. Griffin has collaborated with several social services agencies to address the needs of two families that has had crisis.

**E. Staff Development**

Ms. Griffin attended a Round Table Discussion at SPEED on February 6, 2012 to discuss the Illinois Alternative Assessment (IAA).

Ms. Griffin along with Ms. Rouls also attended an Illinois Statewide Provider Database Training at Ingalls's Memorial Hospital on February 14, 2012.



**Minutes of March 6, 2012**

**Page 9**

Mr. Palmisano completed a series of online workshops from Pearson (Aimsweb) related to Progress Monitoring.

- F. Monthly Reports**-Departmental reports were submitted by the following

**Millicent Griffin**-Social Worker/Case Manager

**Edward Palmisano**-Psychologist

**Sharon Rouls**-Counselor

**Geraldine Parham**-Health Coordinator

***PART D - BUSINESS AFFAIRS***

Mrs. Coretta Jackson reminded members of the Board they were in advanced receipt of her report, and asked if there were any questions, then concluded her report by asking for favorable approval as follows:

**I. FOR YOUR AUTHORIZATION**

**A. ACCOUNTS PAYABLE**

Authorization is requested to pay Accounts Payable bills for March 6, 2012 in the amount of **\$275,929.99**.

**B. PAYROLL SUMMARY**

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

February 9, 2012	\$189,165.94
February 24, 2012	<u>\$184,256.35</u>
<b>Total</b>	<b>\$373,422.29</b>

**Minutes of March 6, 2012**

**Page 10**

**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: March 6, 2012 - April 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: March 6, 2012 - April 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  
Purpose: Religious Purposes  
Cost: **\$75.00-Sunday/\$25.00-Thursday**
  
- C. Date: Saturday, May 19, 2012  
Time: 4:00 p.m.-7:00 p.m.  
Place: Tidye A. Phillips  
Gymnasium  
Contact: Ardella Aldridge  
Purpose: 75<sup>th</sup> Birthday Celebration  
Cost: **\$175.00 - Building Rental**  
**\$100.00 - Custodian**  
**(Reference #1)**

**Minutes of March 6, 2012**

**Page 11**

**D. PETTY CASH**

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

Pupil Personnel Services	\$ 34.02
District Office	\$266.38
Building & Grounds	\$ 16.95
Medgar Evers	\$200.00
Cottage Grove	<u>\$200.00</u>
<b>Total</b>	<b>\$717.35</b>

**E. IMPREST FUND**

Authorization is requested to replenish Imprest Fund in the amount of \$5,005.00.

**(Reference #2)**

Roll Call: Ayes: Cook, Griffin, Mitchell, Sherman, Viverette

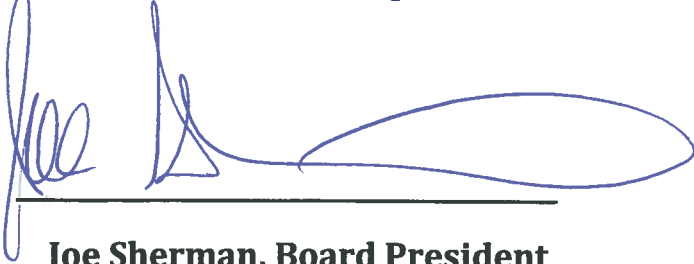
Nays: None

Absent: Coleman, Thompson

Abstain: None

5 ayes, 0 nays, 2 absent, 0 abstain, 0 present - motion carried

**ADJOURNMENT - 6:13 p.m.**



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**Joe Sherman, Board President**



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**Lera Cook, Board Secretary**