

FORD HEIGHTS SCHOOL DISTRICT 169
MINUTES OF BOARD MEETING HELD
TUESDAY, MARCH 8, 2016

The meeting was called to order by presiding officer Mrs. Lera Cook – **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. Coretta Jackson, Business Manager
Mrs. Tamara Young, Director of Pupil Personnel Services
Mrs. Marilyn Barnes, Director of Curriculum & Instruction
Mrs. Stephanie Stephen, Director of Federal/State Programs
Mrs. Sharon Rivers, Principal, Cottage Grove U.G.C.
Mr. John Wade, Assistant Principal Medgar Evers P.A.C.

Legal Counsel: **None**

QUESTIONS FROM PUBLIC (2 Minutes)

Board President Cook greeted and thanked all in attendance, then inquired if there were any comments from the audience.

SECRETARY PRO TEMPORE

Motioned/Sherman; Seconded/Mitchell - to approve **Ester Viverette** as Secretary Pro tempore

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.

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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

Motioned/Sherman; Seconded/Mitchell - to approve the minutes of ***February 9, 2016 (Regular)***

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

CORRESPONDENCE

MONIQUE JOHNSON

PART A - REPORT OF THE SUPERINTENDENT

SUPERINTENDENT JACKSON reminded members of the Board that they were in advanced receipt of his report. Superintendent asked members to take note of personnel items, and then recommended favorable approval of his report as submitted:

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Motioned/Sherman; Seconded/Viverette - to approve **Part A - Administration Report** as submitted:

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

I. FOR YOUR AUTHORIZATION

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

1. BOARD POLICY 5.180 TERMINATIONS (*See reference #1*)

POLICY 5.180 states: “After **90 consecutive** school days in a school term of illness or incapacity, or exhaustion of sick leave, whichever is greater, such illness or incapacity shall be considered a permanent disability and the Board of Education may begin dismissal proceedings subject to the provisions of the School Code.”

Recommendation for dismissal of employment for ***Bryce Cole, (9 months absent)*** Custodian, Cottage Grove Upper Grade Center, ***effective immediately***, and ***Patricia Jones, (7 months absent)*** Child Care Provider, Medgar Evers Primary Academic Center, due to Board **Policy 5:180**, effective immediately.

II. FOR YOUR INFORMATION

A. MONTHLY ENROLLMENT (MARCH 4, 2016)

MEDGAR EVERS SCHOOL

PRE-K	60	KDG	38
GRADE 1	41	GRADE 2	42
GRADE 3	47	GRADE 4	40
		TOTAL	268

COTTAGE GROVE UPPER GRADE CENTER

GRADE 5	43	GRADE 6	36
GRADE 7	44	GRADE 8	33
		TOTAL	156

TOTAL DISTRICT	OUT OF DISTRICT	GRAND TOTAL
424	23	447

REPORT OF CONTACTS (ATTENDANCE OFFICER):

MEDGAR EVERS:

HOME VISITS	TELEPHONE CONTACTS	PARENT CONFERENCES
34	372	25

COTTAGE GROVE:

HOME VISITS	TELEPHONE CONTACTS	PARENT CONFERENCES
23	269	0

PART B - CURRICULUM AND STAFF DEVELOPMENT

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

I. FOR YOUR INFORMATION

A. PARTNERSHIP FOR ASSESSMENT OF READINESS FOR COLLEGE AND CAREERS (PARCC)

Beginning on **Tuesday, March 8, 2016** through **Thursday, March 24, 2016**, students in grades third through eighth will be administered the Partnership for Assessment of Readiness for College and Careers (PARCC). This year there will only be **one (1) test window**. Each District has thirty (30) days to administer the tests. It is estimated that Districts will be able to administer the tests within one (1) to two(2) weeks. Students in grades three through five, will take four (4) sessions of Math and three(3) sessions of English Language Arts (ELA). Students in grades six (6) through eight (8), will take three (3) sessions in Math and ELA. Our eighth (8th) grade students who attend Bloom Trail High School for Algebra I, will be administered an Algebra I assessment for their Math portion of PARCC. All students will be administered the PARCC Assessment on the computer in the Media Center at each respective school.

The PARCC participating States, re-examined testing times following the **Spring 2015** testing, and adjusted the times as part of a set of **test design changes**.

The times were established so that students would have sufficient time to complete the assessments, but also to minimize the amount of time spent on testing. This is important to ensure that all children have sufficient time to show what they know, and can do. In English Language Arts/Literacy, for example, the session times should enable students to do close reading of the passages, draft their written responses, and go back to edit their work.

B. MARCH EARLY DISMISSALS

Dr. Kay Dugan, Literacy Consultant, will be in the District on Tuesday, March 15, 2016 to work with Teachers and Instructional Aides at Cottage Grove Upper Grade Center.

C. MONTHLY BUILDING REPORTS

Building reports were submitted by the following personnel:

Ms. Monique Johnson, Principal Medgar Evers P.A.C.
Mrs. Sharon Rivers, Principal Cottage Grove U.G.C.
Ms. Celestine Burrel, Attendance Officer

D. UPCOMING DATES

MARCH 7, 2016

Casimir Pulaski Day - No School

MARCH 8, 2016

School Board Meeting - 5:00 p.m.

MARCH 14, 2016

Early Registration Packets Mailed out to Parents

MARCH 15, 2016

Early Dismissal

MARCH 19, 2016

Saturday School Ends

MARCH 25, 2016 - APRIL 1, 2016

Spring Break

MARCH 25, 2016
End of 3rd Quarter

PART C - FEDERAL STATE PROGRAMS

MRS. STEPHANIE STEPHEN reminded members of the Board that they were in advanced receipt of her report, then inquired if there were any questions. **THERE WERE NONE.** Mrs. Stephen then asked for acceptance of her report as submitted:

I. FOR YOUR INFORMATION

A. ISBE COMPLIANCE LIFE SAFETY MONITORING VISIT COMPLETED

The ISBE Compliance Life Safety Monitoring visit has been completed. The compliance areas that were audited were as follows:

- Governance and Operations
- General Health and Safety
- Personnel
- Instructional Program and Services
- Transitional Program Instruction (TPI) and Transitional Bilingual Education
- Instructional Program: Districts with Elementary Schools
- Special Education

The results of the ISBE Compliance Life Safety Monitoring visit will be mailed to Dr. Jackson in six (6) to eight (8) weeks. Please note, that we were given two (2) days to have the monitoring visit completed, but our Compliance Life Safety Monitoring visit was completed in 3.5 hours.

B. MONTHLY DISTRICT WIDE PARENT MEETING

On Friday, March 18, 2016, our monthly parent meeting will be held at Medgar Evers Primary Academic Center, from 11:00 a.m. – 1:00 p.m. The theme for the Family Workshop is “Understanding the Long Term Impact of Social Media.” This is a very important topic, because our students are so involved with the internet, and television. Door prizes, raffles, and refreshments will be available to all in attendance. You are invited to come out and join us.

Our next meeting will be held Friday, April 22, 2016 at Medgar Evers Primary Academic Center. Come out and join us. **TOPIC OF DISCUSSION: “Planning Ahead for Your Child’s Future.”**

C. 2016 EARLY REGISTRATION

The 2016 Parent Early Registration Packets will be mailed home Monday, March 14, 2016. All currently enrolled students’ parents, beginning with Pre-K through Seventh grade, will receive the Registration Packets. Parents are to return the completed Packets on, or before **Parent Teacher Conference, Thursday, April 8, 2016.** Parents will be able to go to our website to get a copy of the Registration form. We are encouraging parents to return the Registration Packets as soon as possible, so that we will have an projected number of returning students.

This information helps the District Administrators plan for the 2016-2017 School Year. In addition, the Parent Center Staff, will be available to any parent needing assistance in completing the Registration Packet.

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Flyers will be posted in all Ford Heights businesses, and the Parent Center Staff will be canvassing homes and making phone calls to ensure we reach every parent in our district.

D.. MONTHLY BUILDING REPORT (See reference #1)

A report has been submitted by the following personnel:

Nicole Conway-Fason, Home School Coordinator

PART D - PUPIL PERSONNEL SERVICES AND SPECIAL EDUCATION

MRS. TAMARA YOUNG reminded members of the Board that they were in advanced receipt of her report. Mrs. Young inquired if there were any questions, then asked for acceptance of her report as submitted:

I. FOR YOUR INFORMATION

A. PROBLEM SOLVING MEETINGS

The Pupil Personnel Services Team conducted a Problem Solving Team (PST) meeting at Medgar Evers Primary Academic Center and Cottage Grove Upper Grade Center. As a result from the referrals received at Problem Solving Meetings, the psychologist have been conducting observations in the classroom and making recommendations of different types of interventions that can be used in the classroom to help curb the unwanted behavior. One student was assessed as a result of problem solving interventions. A parent put in a request for evaluation due to her concerns of the academic performance of her child. Two domain meetings were completed this month.

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B. CASE MANAGER/SOCIAL WORK SERVICES

We have been working with the Director of Federal and State Programs in providing information for Title regulations. We also screened a Child Find student who was referred to us by Easter Seals. We are working with families who need resources for counseling outside of the educational environment. The Director corresponds with serving schools in any effort to provide all behavior and academic needs of our students. The Director has been working with the assistant principals with behavior concerns. Several parent meetings have been held to discuss issues of concern regarding their children.

C. HEALTH SERVICES

Parents of students in kindergarten, second and six grades, who have not presented proof of a dental examination, were informed of their child's noncompliant status. Dental examinations, cleaning, fluoride treatment and dental sealants was provided in January, on the premises of School District 169, for all students who brought back permission slips through Mobil Care Chicago Dental Program with.

The State of Illinois requires students in the kindergarten, second and sixth grade to have an oral health examination prior to May 15, 2016.

Monthly Automated External Defibrillator (AED) check was conducted February 2016 at the District Office, Cottage Grove Upper Grade Center, Medgar Evers Primary Academic Center (Pac), and Tiyde A. Phillips.

D. COUNSELING PROGRAM

The Positive Behavior Interventions and Supports (PBIS) theme for the month of February is "Compassion". The District-Wide Student

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Advocate continues to provide counseling services to seven Tier II fifth grade boys. He provides individual and group counseling to this group of boys.

The National Junior Honor Society continues to meet regularly to address student concerns with the well-being of our school. Potential 2016 inductees have been identified and given applications in order to review their candidacy.

The student advocate administered the WIDA language assessment tools to a fourth grade student. This assessment is a secure large-scale English language proficiency assessment administered to Kindergarten through 12th grade students who have been identified as English language learners (ELLs).

Career Day planning is on a continuum. Presenters have been secured and approved for the event. Drafts of the programs and schedules are being finalized.

- E. Monthly Reports**-Departmental reports were submitted by the following (*See references #1-2*)

Shawn Aldridge - District-Wide Student Advocate

Geraldine Parham - Health Coordinator

PART E - BUSINESS AFFAIRS

MRS. CORETTA JACKSON reminded members of the Board that they were in advanced receipt of her report, then inquired if there were any questions. **THERE WERE NONE.** Mrs. Jackson, then asked for approval of her report as submitted:

Motioned/Sherman; Seconded/Viverette - to approve **Part E - Business Affairs Report** as submitted:

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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.

PART E - BUSINESS AFFAIRS

MRS. STEPHANIE STEPHEN reminded members of the Board that they were in advanced receipt of her report, then inquired if there were any questions. **THERE WERE NONE.** Mrs. Stephen then asked for acceptance of her report as submitted:

I. FOR YOUR AUTHORIZATION

A. ACCOUNTS PAYABLE

Authorization is requested to pay Accounts Payable bills for March 8, 2016 in the amount of **\$379,393.93.**

B. PAYROLL SUMMARY

The following is the payroll summary for the month of January 2016 as detailed below:

February 05, 2016	\$216,429.80
February 19, 2016	<u>\$244,690.91</u>
Total	\$461,120.71

C. BUILDING RENTAL

Authorization is requested for the use of the following facilities:

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1. Authorization is requested for the use of the following:

- A. Date: March 8, 2016 - April 6, 2016
 Time: 9:30 a.m.-11:00 a.m.
 Place: Tidye A. Phillips
 Contact: Pastor Shawn Aldridge
 Purpose: Religious Purposes
 Cost: **\$75.00-Sunday/\$25.00-Thursday**
- B. Date: Saturday, March 19, 2016
 Time: 3:00 p.m. - 8:00 p.m.
 Place: Tidye A. Phillips
 Contact: Ester Viverette/Tina Bridges
 Purpose: Birthday Party
 Cost: **\$150.00 - Custodian**
 \$175.00- Gymnasium
 (Reference #1)
- C. Date: Sunday, March 27, 2016
 Time: 2:00 p.m. - 6:00 p.m.
 Place: Tidye A. Phillips
 Contact: Elouise Robinson
 Purpose: Easter Program
 Cost: **\$125.00 - Custodian**
 (Reference #2)
- D. Date: Saturday, April 9, 2016
 Time: 2:00 p.m. - 6:00 p.m.
 Place: Tidye A. Phillips
 Contact: Mark Mitchell
 Purpose: Baby Shower
 Cost: **\$125.00 -Custodian**
 (Reference #3)

D. PETTY CASH

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

District Office	\$191.01
Building & Grounds	\$ 95.78
PPS	\$200.00
Medgar Evers	\$200.00
Cottage Grove	<u>\$200.00</u>
Total	\$886.79

E. IMPREST FUND

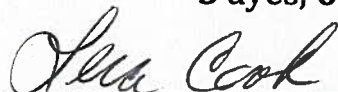
Authorization is requested to replenish Imprest Fund in the amount of \$10,500.00.

At this juncture, Board President Lera Cook called on Building Principals **Sharon Rivers**, Cottage Grove Upper Grade Center, and **Monique Johnson**, Medgar Evers Primary Academic Center, for updates on events/activities in their perspective buildings.

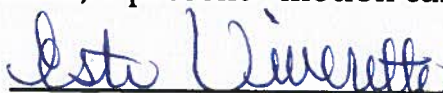
ADJOURNMENT 5:08 p.m.

Motioned/Sherman; Seconded/Viverette - adjourn meeting

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



Lera Cook, Board President



Secretary Pro tempore