

**FORD HEIGHTS SCHOOL DISTRICT 169  
MINUTES OF BOARD MEETING HELD  
TUESDAY, MARCH 5, 2019**

The meeting was called to order by presiding officer Mr. Mark Mitchell – 5:01 p.m.

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

Upon roll call the following members were present:

Present: Cook, Hayslett, LaWrence, Mitchell, Viverette  
Absent: Coleman, 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: **None**

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

**None**

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

**AGENDA**

Motioned/Cook; Seconded/LaWrence - to approve the agenda.

Roll Call: Ayes: Cook, Hayslett, LaWrence, Mitchell, Viverette  
Nays: None  
Absent: Coleman, Sherman  
5 ayes, 0 nays, 2 absent, 0 abstain, 0 present – motion carried.

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**MINUTES**

Motioned/Sherman; Seconded/Cook - to approve the minutes of **February 5, 2019**

Roll Call:   Ayes:           Cook, , Hayslett , LaWrence, Mitchell, Viverette  
              Nays:           None  
              Absent:        Coleman Sherman  
              Abstain:     None  
              **5 ayes, 0 nays, 2 absent, 0 abstain, 0 present – motion carried.**

**CORRESPONDENCE**

None

**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, and proceeded to address several items of **ADDENDUM REPORT**. **SUPERINTENDENT JACKSON** requested to Board President Mitchell, that before voting on his report, he would like to call a brief **CLOSED SESSION**.

Board President then called for a motion to enter into **CLOSED SESSION**

Motioned/Cook; Seconded/Hayslett - to enter into **CLOSED SESSION – 5:04 p.m.**

Roll Call:   Ayes:           Cook, Hayslett, LaWrence, Mitchell, Viverette  
              Nays:           None  
              Absent:        Coleman, Sherman  
              Abstain:     None  
              **5 ayes, 0 nays, 2 absent, 0 abstain, 0 present – motion carried.**



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Upon return Board President then called for a motion to re-enter into Regular Session.

Motioned/Hayslett; Seconded/Cook – to re-enter into Regular Session – **5:18 p.m.**

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

Superintendent Jackson made a few more statements regarding his report, then inquired if there were any questions, then asked for favorable approval as submitted:

Motioned/LaWrence; Seconded/Hayslett – to approve **PART A – REPORT OF THE SUPERINTENDENT’S REPORT**, inclusive of **ADDENDUM REPORT** as submitted:

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

**I.    CLOSED SESSION**

**A.    MATTERS OF PERSONNEL - (POSSIBLE ACTION)**

**II.   FOR YOUR AUTHORIZATION**

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

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**1. LETTER OF INTENT TO RETIRE**

- a. **MRS. CARLETTA JONES**, teacher Medgar Evers Primary Academic Center, has submitted a **LETTER OF INTENT TO RETIRE** to be **effective** at the end of the **2023 School Year**.

**2. APPOINTMENT - SUBSTITUTE TEACHER**

Authorization is sought to appoint **DR. LEONARD FOURTE'** as Substitute Teacher, effective for the **2018-2019 School Year**.

**B. RESOLUTION PROVIDING FOR 2019 TAX ABATEMENT IN ORDER TO OBTAIN PROPERTY TAX RELIEF GRANT (See reference #1)**

**III. FOR YOUR INFORMATION**

**A. MONTHLY ENROLLMENT ( AS OF FEBRUARY 28, 2019)**

**MEDGAR EVERS SCHOOL**

<b>PRE-K</b>	<b>60</b>	<b>KDG</b>	<b>46</b>
<b>GRADE 1</b>	<b>48</b>	<b>GRADE 2</b>	<b>48</b>
<b>GRADE 3</b>	<b>49</b>	<b>GRADE 4</b>	<b>40</b>
		<b>TOTAL</b>	<b>291</b>

**COTTAGE GROVE UPPER GRADE CENTER**

<b>GRADE 5</b>	<b>39</b>	<b>GRADE 6</b>	<b>44</b>
<b>GRADE 7</b>	<b>39</b>	<b>GRADE 8</b>	<b>41</b>
		<b>TOTAL</b>	<b>163</b>

<b>TOTAL DISTRICT</b>	<b>OUT OF DISTRICT</b>	<b>GRAND TOTAL</b>
<b>454</b>	<b>12</b>	<b>466</b>



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

**MEDGAR EVERS:**

<b>HOME VISITS</b>	<b>TELEPHONE CONTACTS</b>	<b>PARENT CONFERENCES</b>
<b>9</b>	<b>430</b>	<b>5</b>

**COTTAGE GROVE:**

<b>HOME VISITS</b>	<b>TELEPHONE CONTACTS</b>	<b>PARENT CONFERENCES</b>
<b>6</b>	<b>255</b>	<b>0</b>

- B. RESOLUTION RECOGNIZING ATTAINMENT OF TENURE BY PROBATIONARY TEACHERS(2019) (See reference #2)**

**SWIYYAH BUTLER  
SHAUNA JUNIEL**

- C. RESOLUTION FOR DISMISSAL AND NON-RENEWAL OF CERTAIN NON-FINAL YEAR PROBATIONARY TEACHER (2019) (See reference #3)**

**VERLETTA FALCONER**

- D. LETTER OF RESIGNATION**

**KEVIN LAWLOR**, teacher at Medgar Evers Primary Academic Center has submitted a Letter of Resignation to be **effective** at the end of the **2018-2019 School Year**.

- E. LETTER OF RETIREMENT**

**MRS. SANDRA SEARS**, teacher Medgar Evers Primary Academic Center, has submitted a **LETTER OF RETIREMENT** to be **effective** at the end of the **2018-2019 School Year**.



F. **HEALTH/LIFE SAFETY VISIT** (See reference #4 )

SOUTH COOK INTERMEDIATE SERVICE CENTER - REGION 7, sent a letter commending the District and staff for their assistance and cordial hospitality during their recent visit. They stated that they were pleased to see the District had corrected previous findings. A copy has been included in this report for your viewing purposes.

**ADDENDUM REPORT OF THE SUPERINTENDENT**

**I. FOR YOUR AUTHORIZATION**

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

1. AMEND BOARD APPROVED AUTHORIZATION AT ITS' REGULARLY SCHEDULED MEETING, TUESDAY, FEBRUARY 5, 2019 **(CHARELL KING AS A BAND ASSISTANT - NOT TO EXCEED \$3,000**

Authorization is requested to revise the amount for **Charell King, Band Assistant, for the 2018-2019 School Year, not to exceed the amount of \$5,000.00.**

2. Approve Independent Contract Agreement for Ford Heights School District 169 School **Psychologist Itinerant Services/Consultant-Shabano Masud-Khan (Remainder of the 2018-2019 School Year).**

The Independent psychologist will conduct case study evaluations. The cost to submit a **report of findings will be \$750.00.** If Ms. Masud-Khan is requested and able to attend the **eligibility meeting the cost will be \$100.00 to participate in the meeting.**

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

**MRS. CORETTA JACKSON** informed members that they were in advanced receipt of her report. **MRS. JACKSON** then inquired if there were any questions. **THERE WERE NONE.** **MRS. JACKSON** then asked for approval of report as submitted.

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

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

**I.    FOR YOUR AUTHORIZATION**

**A.    ACCOUNTS PAYABLE**

Authorization is requested to pay Accounts Payable bills for March 5, 2019 in the amount of **\$404,041.02.**

**B.    PAYROLL SUMMARY**

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

February 01, 2019	\$187,522.52
February 15, 2019	<u>\$206,245.44</u>
<b>Grand Total</b>	<b>\$393,767.96</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: March 5, 2019  
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: March 16, 2019  
Time: 10:00 a.m.- 5:00 p.m.  
Place: Tidye A. Phillips  
Contact: LaShanna Fulwiley  
Purpose: Small Business Promotion  
Cost: **\$150.00 - Gym/\$175.00 - Custodian  
(Reference #1)**
  
- C. Date: March 16, 2019  
Time: 12:00 p.m.- 4:00 p.m.  
Place: Medgar Evers  
Contact: Jerome Williams  
Purpose: Birthday Party  
Cost: **Request fees to be waived  
(Reference #2)**

**D. PETTY CASH**

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



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Superintendent's Office	\$ 80.90
Business Office	\$ 46.97
Building & Grounds	\$128.00
Cottage Grove	\$200.00
Medgar Evers	<u>\$ 95.00</u>
<b>Total</b>	<b>\$551.77</b>

**E. IMPREST FUND**

Authorization is requested to replenish Imprest Fund in the amount of **\$380.00.**

**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. ILLINOIS ASSESSMENT OF READINESS (IAR)**

Beginning on **Monday, March 11, 2019** through **Thursday, April 18, 2019** students in grades third through eighth will be administered the **Illinois Assessment of Readiness (IAR)**. This is the assessment that was formerly known as the **Partnership for Assessment of Readiness for College and Careers (PARCC)**. The Illinois Assessment of Readiness (IAR) is the State assessment and accountability measure for Illinois students enrolled in a public school District. IAR assesses the New Illinois Learning Standards Incorporating the Common Core and will be administered in English Language Arts and Mathematics.

This year, the times allocated to both English Language Arts and Mathematics have been decreased. Students will still be assessed on all of the content in each area; however, the adjustment in time is an effort of the State to not over burden students while testing.

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Both schools have schedules of when students will be testing during the testing window. All students will be administered the IAR on the computer in the Media Center at each respective school.

**B. ILLINOIS SCIENCE ASSESSMENT**

Beginning on **Monday, March 4, 2019** through **Friday, March 15, 2019** the fifth and eighth grade students at Cottage Grove Upper Grade Center will be administered the **Illinois Science Assessment (ISA)**. The assessment will be administered in an online format and is aligned to the Illinois Learning Standards for Science incorporating the Next Generation Science Standards (NGSS).

This is the fourth year our students in grades fifth and eighth have been administered the ISA. Unlike the Illinois Assessment of Readiness, the ISA is not a timed test. On average it is estimated that a student should be completed in one hour. Students will be given the length of time that is needed to complete the assessment. The only requirement by the State is that each student completes the test in a single session.

**C. MONTHLY DISTRICT WIDE PARENT MEETING**

On **Friday, March 15, 2019** our monthly Parent Meeting will be held at Medgar Evers Primary Academic Center from **11:00 a.m.** until **12:30 p.m.** The theme for the Family Workshop will be "The Costs of College." This topic came from a survey that parents completed on last Spring. All topics for the 2018-2019 school year were based from parent feedback.

Door prizes and refreshments will be available to all in attendance.

**D. 2019 EARLY REGISTRATION**

The 2019 Parent Early Registration Packets will be mailed home on **Friday, March 1, 2019**. All current enrolled students in pre-kindergarten through seventh grade will receive a registration packet.



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Parents are to return the completed packets on or before Parent/Teacher Conference on **Monday, April 1, 2019**. Parents can also go to the website [www.fordheights169.org](http://www.fordheights169.org) to get a copy of the Registration Form. We are encouraging parents to return the packets, as soon as possible, as this will give us a projected number of students who plan to return to District for the 2019-2020 school year.

**E. MONTHLY BUILDING REPORTS**

Building reports were submitted by the following personnel:

*Ms. Monique Johnson*, Principal Medgar Evers P.A.C.  
*Dr. Sharon Rivers*, Principal of Cottage Grove U.G.C.  
*Ms. Celestine Burrel*, District Wide Attendance Officer

**F. UPCOMING DATES**

**MARCH 1, 2019**

**Early Registration Packets Mailed Out to Parents**

**MARCH 4, 2019 – MARCH 15, 2019**

**Illinois Science Assessment (ISA)**

**MARCH 5, 2019**

**School Board Meeting – 5:00 p.m.**

**MARCH 11, 2019 – APRIL 18, 2019**

**Illinois Assessment of Readiness (IAR)**

**MARCH 15, 2019**

**Monthly Parent Meeting – 11:00 a.m.**

**MARCH 22, 2019**

**End of 3<sup>rd</sup> Quarter**

**MARCH 23, 2019**

**Last Day of Saturday School**

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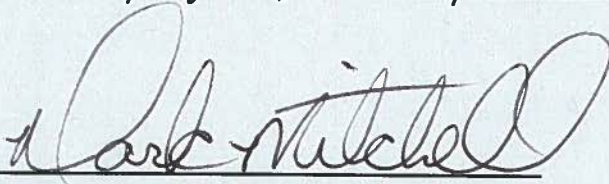
**MARCH 25, 2019 – APRIL 3, 2019  
Spring Break**

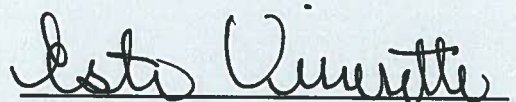
**BOARD PRESIDENT** called on Principals Rivers and Johnson, to give a status update on the activities/ happenings in their respective buildings.

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

**ADJOURNMENT: 5:28 p.m.**

Motioned/Hayslett; Seconded/Sherman - to adjourn meeting

  
Mr. Mark Mitchell, Board President

  
Mrs. Ester Viverette, Secretary