

**FORD HEIGHTS SCHOOL DISTRICT 169  
MINUTES OF BOARD MEETING HELD  
TUESDAY, MARCH 7, 2017**

The meeting was called to order by presiding officer Mrs. Lera Cook – **5:03 p.m.**

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

Upon roll call the following members were present:

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

Legal Counsel: **None**

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

Board President Cook greeted and thanked all in attendance, then inquired if there were any comments from the audience. **THERE WERE NONE.** Board President acknowledged the following individuals of the audience: **Pastor's Foster (First Union Baptist Church)** and **Rush (Christian Valley M.B. Church)** **Mr. Watson,** Village Trustee and **Minister Jacqueline Rush.** Board President thanked these individuals for their support and their willingness to give back to the community throughout the years.

**AGENDA**

Motioned/Sherman; Seconded/Mitchell - to approve the agenda.

Roll Call: Ayes: Cook, Hayslett, LaWrence, Mitchell, Sherman  
Viverette  
Nays: None

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Absent: Coleman

Abstain: None

**6 ayes, 0 nays, 1 absent, 0 abstain, 0 present – motion carried.**

**MINUTES**

**Motioned/Sherman; Seconded/Mitchell - to approve the minutes of February 7, 2017 (Regular)**

Roll Call: Ayes: Cook, Hayslett, LaWrence, Mitchell, Sherman, Viverette

Nays: None

Absent: Coleman

Abstain: None

**6 ayes, 0 nays, 1 absent, 0 abstain, 0 present – motion carried.**

**CORRESPONDENCE**

**LETTER FROM STATE REPRESENTATIVE THADDEUS JONES (ADDENDUM CORRESPONDENCE read by Board Secretary at end of Board Meeting)**

**PART A - REPORT OF THE SUPERINTENDENT**

**SUPERINTENDENT JACKSON reminded members of the Board that they were in advanced receipt of his report, then called for a brief 5 to 10 minutes of CLOSED SESSION.**

**CLOSED SESSION : 5:05 p.m.**

**Motioned/Sherman; Seconded/Hayslett - to enter into CLOSED SESSION**

Roll Call: Ayes: Cook, Hayslett, LaWrence, Mitchell, Sherman, Viverette

Nays: None

Absent: Coleman

Abstain: None

**6 ayes, 0 nays, 1 absent, 0 abstain, 0 present – motion carried.**

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**RECONVENE REGULAR SESSION: 5:27 p.m.**

Motioned/Viverette; Seconded/Sherman - to reconvene **REGULAR SESSION**

Roll Call:   Ayes:       Cook, Hayslett, LaWrence, Mitchell, Sherman, Viverette  
              Nays:       None  
              Absent:     Coleman  
              Abstain:   None  
              **6 ayes, 0 nays, 1 absent, 0 abstain, 0 present – motion carried.**

Board President then called once again for Superintendent's Report.

Superintendent Jackson reiterated to members that they were in advanced receipt of his report. Dr. Jackson then addressed every item in his report. He expressed that several of the eliminated positions would not be replaced, and that changes were a part of the "**cost effectiveness**" requested and required by the Board of Education.

Superintendent Jackson stated that he would entertain any questions. **THERE WERE NONE. SUPERINTENDENT JACKSON** then recommended favorable approval of his report as submitted, inclusive of actions approved in **CLOSED SESSION**.

Motioned/Hayslett; Seconded/Viverette - to approve **PART A - REPORT OF THE SUPERINTENDENT inclusive of CLOSED SESSION**

Roll Call:   Ayes:       Cook, Hayslett, LaWrence, Mitchell, Sherman, Viverette  
              Nays:       None  
              Absent:     Coleman  
              Abstain:   None  
              **6 ayes, 0 nays, 1 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)*

1. RESOLUTION AUTHORIZING NOTICE OF PROPOSED CONTRACT NONRENEWAL OF ADMINISTRATOR (2017) (See reference #1)

**JOHN WADE**, Assistant Principal Medgar Evers Primary Academic Center

2. RESOLUTION AUTHORIZING NOTICE OF NON-RENEWAL OF FIRST YEAR PROBATIONARY TEACHER (2017) (See reference #2)

**DORY BELTON**, Science Teacher Cottage Grove Upper Grade Center

3. RESOLUTION RECOGNIZING ATTAINMENT OF TENURE BY PROBATIONARY TEACHERS (2017) (See reference #3)

(a) **DARYL ALLEN**, Medgar Evers Primary Academic Center

(b) **RYAN JAMES**, Cottage Grove Upper Grade Center

(c) **CHAD NELSON**, Cottage Grove Upper Grade Center

4. ELIMINATION OF POSITION OF DIRECTOR OF PUPIL PERSONNEL SERVICES - EFFECTIVE END OF SCHOOL YEAR 2016-2017

Authorize and eliminate the position of Director of Pupil Personnel Services, non-renew Administrator's contract and transfer **DR. TAMARA YOUNG** to vacant position of Social Worker, effective end of School Year 2016-2017.

**5. RETIREMENTS - EFFECTIVE END OF SCHOOL YEAR 2016-2017**

- (a) STEPHANIE STEPHEN**, Director of Federal State Programs & Auxiliary Services
- (b) JOHNETTA GORDON**, Teacher Medgar Evers Primary Academic Center
- (c) WILLIE FRANKLIN**, Director of Building & Grounds
- (d) MARY BOYETT**, Payroll Coordinator, District Office

**6. RESIGNATION EFFECTIVE END OF SCHOOL YEAR 2016-2017**

**JENNIFER ROBERTS**, Kindergarten Teacher Medgar Evers Primary Academic Center, **effective at the end of the 2016-2017 School Year.**

**7. APPOINTMENT OF TRACK AND FIELD COACH - COTTAGE GROVE UPPER GRADE CENTER**

**DIANE RICHARDSON**

**B. CHANGE OF APRIL'S BOARD OF EDUCATION MEETING DATE**

Members of the Board, **Tuesday, April 11, 2017** is the original date for our Board of Education meeting. However, due to a statutorily required sequence pertaining to Reduction In Force, we will need to move the date to **Wednesday, April 5, 2017** at our regularly scheduled time of 5:00 p.m.

**III. FOR YOUR INFORMATION**

**A. MONTHLY ENROLLMENT (AS OF FEBRUARY, 2017)**



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**MEDGAR EVERS SCHOOL**

<b>PRE-K</b>	<b>40</b>	<b>KDG</b>	<b>46</b>
<b>GRADE 1</b>	<b>46</b>	<b>GRADE 2</b>	<b>49</b>
<b>GRADE 3</b>	<b>42</b>	<b>GRADE 4</b>	<b>47</b>
		<b>TOTAL</b>	<b>270</b>

**COTTAGE GROVE UPPER GRADE CENTER**

<b>Grade 5</b>	<b>39</b>	<b>Grade 6</b>	<b>40</b>
<b>Grade 7</b>	<b>35</b>	<b>Grade 8</b>	<b>44</b>
		<b>TOTAL</b>	<b>158</b>

<b>TOTAL DISTRICT</b>	<b>OUT OF DISTRICT</b>	<b>GRAND TOTAL</b>
<b>428</b>	<b>16</b>	<b>444</b>

**REPORT OF CONTACTS (ATTENDANCE OFFICERS)**

**MEDGAR EVERS:**

<b>HOME VISITS</b>	<b>TELEPHONE CONTACTS</b>	<b>PARENT CONFERENCES</b>
<b>12</b>	<b>385</b>	<b>17</b>

**COTTAGE GROVE:**

<b>HOME VISITS</b>	<b>TELEPHONE CONTACTS</b>	<b>PARENT CONFERENCES</b>
<b>18</b>	<b>265</b>	<b>0</b>

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

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

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

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Roll Call: Ayes: Cook, Hayslett, LaWrence, Mitchell, Sherman, Viverette  
Nays: None  
Absent: Coleman  
Abstain: None  
6 ayes, 0 nays, 1 absent, 0 abstain, 0 present – motion carried.

**PART B - BUSINESS AFFAIRS**

**I. FOR YOUR AUTHORIZATION**

**A. ACCOUNTS PAYABLE**

Authorization is requested to pay Accounts Payable bills for March 7, 2017 in the amount of **\$410,150.33**.

**B. PAYROLL SUMMARY**

The following is the payroll summary for the month of February 2017 as detailed below:

February 3, 2017	\$217,613.22
February 17, 2017	<u>\$237,238.91</u>
<b>Total</b>	<b>\$454,852.13</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 7, 2017 - April 11, 2017  
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, April 22, 2017  
Time: 3:00 p.m. - 6:00 p.m.

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Place: Tidye A. Phillips  
Contact: Marcy Isom  
Purpose: Birthday Party  
Cost: **\$175.00-Building/\$100.00-Custodian**  
(Reference #1)

C. Date: Saturday, March 11, 2017  
Time: 3:00 p.m. - 7:00 p.m.  
Place: Tidye A. Phillips  
Contact: James Coleman  
Purpose: Baby Shower  
Cost: **\$175.00-Building/\$125.00-Custodian**  
(Reference #2)

**D. PETTY CASH**

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

District Office	\$203.92
Building & Grounds	\$ 65.00
PPS	\$200.00
Medgar Evers	<u>\$197.32</u>
<b>Total</b>	<b>\$666.24</b>

**E. IMPREST FUND**

Authorization is requested to replenish Imprest Fund in the amount of **\$5,201.07**.

**PART C - CURRICULUM AND INSTRUCTION**

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



**PART C - CURRICULUM AND INSTRUCTION**

**I. FOR YOUR INFORMATION**

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

Beginning on Monday, March 27, 2017 through Thursday, April 13, 2017 students in grades third through eighth will be administered the Partnership for Assessment of Readiness for College and Careers (PARCC). Again on this year there will only be **one** test window. Each District has thirty (30) consecutive days to administer the tests. Students will be assessed in Math and English Language Arts (ELA). The tests are designed to last no longer than two hours per session. In grades sixth through eighth more time is given for ELA due to the complexity and rigor of the tests.

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. On the ELA, 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.

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

**B. ILLINOIS SCIENCE ASSESSMENT**

Beginning on Tuesday, March 21, 2017 through Wednesday, March 22, 2017 the fifth and eighth grade students will take 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).

**C. MARCH EARLY DISMISSALS**

Dr. Kay Dugan, Literacy Consultant will be in District on Tuesday, March 21, 2017. On that day, Dr. Dugan will work with all English Language Arts Teachers (ELA) in grades second through eighth, and Social Studies and Science Teachers at Cottage Grove Upper Grade Center.

Dr. Paula Murphy will be in the District on Early Dismissal to work with Math Teachers in grades fifth through eighth at Cottage Grove Upper Grade Center.

**D. MONTHLY BUILDING REPORTS**

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***, District Wide Attendance Officer

**E. UPCOMING DATES**

**MARCH 3, 2017**

**Early Registration Packets Mailed Out to Parents**

**MARCH 6, 2017**

**Casimir Pulaski Day – No School**

**MARCH 7, 2017**  
**School Board Meeting - 5:00 p.m.**

**MARCH 17, 2017**  
**End of 3<sup>rd</sup> Quarter**

**MARCH 18, 2017**  
**Saturday School Ends**

**MARCH 20, 2017**  
**4<sup>th</sup> Quarter Begins**

**MARCH 20 - 21, 2017**  
**Illinois Science Assessment (ISA)**

**MARCH 24, 2017**  
**Parent/Teacher Conference at 12:00 p.m. - 6:00 p.m.**

**MARCH 24, 2017**  
**Early Registration Packets mailed home to Parents**

**MARCH 27, 2017 - APRIL 13, 2017**  
**Partnership for Assessment of Readiness for College and Careers (PARCC)**

**MARCH 29, 2017 - MARCH 31, 2017**  
**Superintendents' Commission for the Study of Demographics & Diversity Conference (Holiday Inn in Tinley Park)**

**PART D - FEDERAL STATE PROGRAMS**

**MRS. STEPHANIE STEPHEN** informed members that they were in advanced receipt of her report. **MRS. STEPHEN** then inquired if there were any questions. **THERE WERE NONE.** She then asked for acceptance of her report as submitted:



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**PART D - FEDERAL STATE PROGRAMS**

**I. FOR YOUR INFORMATION**

**A. 2015-2016 CIVIL RIGHTS DATA COLLECTION**

The district is still in the process of collecting Civil Rights data for the 2015-2016 school year. The data that is collected is from both Medgar Evers Primary Academic Center and Cottage Grove Upper Grade Center. Principals, Administrative Assistants and Attendance Officers are helping with the effort.

**B. MONTHLY DISTRICT WIDE PARENT MEETING**

On Friday, March 17, 2017 our monthly Parent Meeting will be held at Medgar Evers Primary Academy Center from 11:00 a.m. to 1:00 p.m. The theme for the Family Workshop is "The Role Language Plays in a Child's Development." This is a very important topic because how we communicate to each other helps children understand what is appropriate. 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 28, 2017 at Medgar Evers Primary Academic Center. Come out and join us. **TOPIC OF DISCUSSION: "The Transition to Kindergarten: What Parents Need to Know."**

**C. PRESCHOOL FOR ALL 3-5 EARLY CHILDHOOD**

The Preschool for All 3-5 Early Childhood program is filled to capacity with a total of 60 students. The Preschool for All 3-5 Early Childhood staff are preparing for their year end activities with the

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students and parents. During the month of April, they are planning a field experience to the Peggy Norbert Children's Museum and during the month of May they are tentatively planning a Parent and Child Field Experience and planning has started for the Pre-K Step Up Day in May as well.

### **D. 2017 EARLY REGISTRATION**

The 2017 parent Early Registration Packets will be mailed home Friday, March 3, 2017. All currently enrolled students' Pre-K through seventh grade will receive the registration packets. Parents are to return the completed packets on or before Parent Teacher Conference, Friday, March 24, 2017. Parents will be able to go to our website ([www.fordheights169.org](http://www.fordheights169.org)) to get a copy of the registration form. We are encouraging parents to return the registration packets as soon as possible, so that we have a projected number of our current students that are returning.

This information helps district administrators plan for the 2017/2018 school year. In addition, I will be available to help any parent with completing the registration packet. 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.

### **E. THE SUPERINTENDENT COMMISSION ANNUAL PARENT CONFERENCE**

Ford Heights School District 169 will take 20 to 25 parents to the Superintendents' Commission Annual Parent Conference on Wednesday, March 29, 2017. This a full day conference that will provide breakfast, lunch and powerful workshops for parents.



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Last school year the district sent 30 plus parents to the Superintendents' Parent Conference. The parents enjoyed the conference and are looking forward to this years' conference. The district will provide transportation to the conference and back to Ford Heights.

### **PART E - PUPIL PERSONNEL SERVICES AND SPECIAL EDUCATION**

**DR. TAMARA YOUNG** informed members that they were in advanced receipt of her report. **DR. YOUNG** then inquired if there were any questions. **THERE WERE NONE.** She then asked for acceptance of her report as submitted:

### **PART E: PUPIL PERSONNEL SERVICES & SPECIAL EDUCATION**

#### **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 of these meetings, referrals were reviewed and interventions were discussed. The school psychologist conducted observations of students in the classroom environment. He made suggestions for interventions that may be helpful in managing academic and behavior concerns in the classroom environment.

The Director of Pupil Personnel Services (PPS) has been working with a parent to help her son adjust to his new environment in the community of Ford Heights and the 169 school district. We have discussed counseling services, screenings, and historical information that will guide us in helping her child develop the skills that are necessary to be successful in the educational environment.

The Director of PPS, Director of Federal and State Programs and



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Curriculum Director met with Dr. Karen Peterson and Tom Lentz as a part of our Partnership For Resilience Team. We discussed our work with Adverse Childhood Experience Study (ACE's). We reviewed the work we have already put in place, the impact it has had on primary care and behavioral health in our schools and next steps to continue this work. We are looking at training opportunities through annual conferences with a focus on Restorative Justice.

### **B. HEALTH SERVICES**

The Ageless Eye Care Program provided vision examinations for Medgar Evers Primary Academic Center on February 20, 2017 for mandated kindergarten exams, for students who failed a vision screening test performed at school, or recommendation that were provided by a classroom teacher for a comprehensive eye exam to determine if there is a need for prescription eyeglasses with parental consent. Students who were prescribed eyeglasses have received them. A representative from the Ageless Eye Care program, dispensed eye glasses on February 2, 2017 for students at Medgar and students at Cottage received their glasses on February 20, 2017.

The State of Illinois requires that students in the kindergarten and grades second and six to have an oral health examination. Each student is required to present proof of having a dental examination prior to May 15, 2017.

Mobile Care Chicago Dental will return to the school district to provide follow up care for students that the dentist identified in need of further treatment from their initial visit on January 19, 2017.

Monthly Automated External Defibrillators (AED) and AED Cabinets maintenance check was conducted in the District Office, Cottage Grove, Medgar Evers and Tidye A. Phillips School in the month of February.

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Plans for the Career/Health Fair are in progress.

### **C. COUNSELING PROGRAM**

The district-wide advocate continues to provide supports for seven Tier II third graders, six Tier II fifth graders, and two Tier II sixth and seventh grade students.

This month's (PBIS) Positive Behavior Interventions and Supports theme is "Self Control". Each student will identify triggers that can potentially derail their success and also gain coping strategies to overcome them.

Preparations are being made by the National Junior Honor Society for the upcoming induction ceremony in April. Roles are being identified for current members to speak on the specific character values of the National Junior Honor Society. Potential inductees have been identified and given applications so that the Faculty Council can review their candidacy.

The district-wide advocate administered the WIDA Assessment test to a fourth grade Student. This assessment is a secure large-scale English Language Proficiency assessment administered to Kindergarten through 12<sup>th</sup> grade students who have been identified as English Language Learners (ELLs).

Career Day planning continues. Presenters have been solicited and confirmed from various career venues to ensure the success of the event.

### **D. MONTHLY REPORTS - Departmental reports were submitted by the following (See references #1-2)**

**Shawn Aldridge**-District-Wide Student Advocate

**Geraldine Parham**-Health Coordinator



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**BOARD PRESIDENT COOK** called on **PRINCIPAL'S RIVERS** and **JOHNSON** to give updated status's on activities/happenings in their respective buildings. Both Principals addressed the Black History Programs held in their respective buildings. Principal Rivers informed members that the District would be hosting IESA Girls Volleyball. Principal Johnson addressed the Wax Museum implemented at Medgar Evers during Black History.

Board President once again opened the floor to the audience, after which Board President called for Board Secretary Victoria Hayslett, to read the "Addendum Letter" from State Representative Thaddeus Jones.

**REPRESENTATIVE JONES** expressed that he wanted to address rumors and misconceptions out and about in the Village of Ford Heights, regarding the knowledge of Board of Education members and Superintendent of Schools, Dr. Gregory T. Jackson, as it related to these individuals having prior knowledge that **House Bill 3052** had been implemented. In his letter, Representative Jones, took sole responsibility for submittal of **House Bill 3052**, and stated unequivocally that the Boards of Education members, **nor** Dr. Jackson, were aware of **House Bill 3052** being proposed and submitted by State Representative Thaddeus Jones.

**REPRESENTATIVE JONES**, also went on to state that despite the intentions of LaDell Jones, he (Representative Thaddeus Jones) does not believe that LaDell Jones represents anything good for the community, school district, or for the parents of School District 169. Representative Jones ended his letter by recounting his growing up in School District 169, and that he would make his decision on House Bill 3052 by **March 30, 2017**, and he would communicate his decision by that date to the Board of Education, Parents and the Community.

**BOARD PRESIDENT COOK:** Implored those in attendance to not wait until there was a possible merge. She addressed others in the community who were blaming the Board of Education as if they were aware of such. She expressed that the Board



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of Education knew nothing about the Bill. She expressed that Representative Jones was wrong to file this Bill, however, the Bill was still here and the Board of Education members, the Superintendent of Schools, the Parents and the Community need to stand up for our children and our school.

President Cook went on to express that she is aware that there are problems, but that the Board were making corrections. She reminded those in attendance that the Board was doing great things and she wanted the community to know that "our children" come first. She stated that we need to come together, so that we are not divided and wondered why we would let anyone come in and take over our schools which have been in existence since **1890**? She reiterated that letters had been sent home to residents of Ford Heights and that everyone's support was needed.

**SUPERINTENDENT JACKSON** wanted all to know that the District was still reaching out to other Representatives as well. He told those in attendance that they could go to the District's website page which contained information of Committee members who would be hearing **House Bill 3052** should it reach their desks.

More information and conversation was shared regarding **House Bill 3052**, what it is proposing , and how the community could participate in helping to get this Bill killed, i.e., phone banks at the schools, calling Representatives etc.

At this juncture **AUDIENCE MEMBER** asked to have something to say. Participant asked if the Board would look/consider implementing a Foreign Language into the curriculum as she believed it was important that this component be included and considering the way the world was going . . . needed as well, to further students chances of employment and versatility in the working world.

Superintendent Jackson thanked her for her comments and expressed that the District would look in to.

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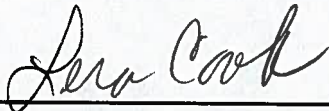
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**ADJOURNMENT: 5:56 p.m.**

Motioned/Sherman; Seconded/Mitchell - to adjourn meeting

Roll Call: Ayes: Cook, Hayslett, LaWrence, Mitchell, Sherman  
Viverette  
Nays: None  
Absent: Coleman  
Abstain: None  
6 ayes, 0 nays, 1 absent, 0 abstain, 0 present - motion carried



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Mrs. Lera Cook, President



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Ms. Victoria Hayslett, Secretary