

FORD HEIGHTS SCHOOL DISTRICT 169
MINUTES OF BOARD MEETING HELD
TUESDAY, SEPTEMBER 5, 2017

The meeting was called to order by presiding officer Mr. Mark Mitchell – **5:12 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, 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

Legal Counsel: **None**

QUESTIONS/COMMENTS FROM PUBLIC (2 Minutes)

Board President Mitchell greeted and thanked all in attendance, then inquired if there were any comments from the audience. **THERE WERE NONE.**

AGENDA

Motioned/Sherman; Seconded/Viverette - 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.

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MINUTES

Motioned/Sherman; Seconded/Cook - to approve the minutes of **August 8, 2017.**

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

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** stated however, that he wanted to bring to member's attention the Letter of Resignation submitted by **MRS. CARLA LEVEAUX-HAWKINS**, who was the Administrative Assistant to Mrs. Coretta Jackson, Superintendent of Business Administration & Operations. Dr. Jackson expressed that he hated to lose Mrs. Hawkins, but thanked her for her 5 years of service, and wished her well in her future endeavors.

Motioned/Sherman; Seconded/Viverette - to approve **PART A - REPORT OF THE SUPERINTENDENT**

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.

SUPERINTENDENT JACKSON then called for **MR. DEJUAN A. KEA**, from Springfield, IL to give an update. Mr. Kea addressed **SENATE BILL 1947**, which he stated was the

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Bill for funding schools, had finally passed. He stated this Bill addresses how funding will be handled, and acknowledged that this bill changes the way funding will be allocated as it is based on "Evidence Based" funding for schools. It essentially increases state funding to economically challenged districts.

He listed the three (3) major components of **SENATE 1947**, and suggested that schools would start to see payments soon.

- The tax credit scholarship program established by SB 1947 will empower thousands of low-income students to escape failing public schools. Under the plan, the scholarships would be funded with dollars put into a scholarship-granting organization by individuals and businesses with an Illinois tax liability.
- Creates a method for communities to reduce property taxes via referendum.
- Maintains local control for driver's education and physical education classes. (P.E. can be reduced to 3 days per week if desired).

SUPERINTENDENT JACKSON then posed the question to **MR. KEA**, what was he doing to stay vigilant in watch of **HB 3052**. **MR. KEA**, reported that he was steadily educating new and different members of the ill of **HB 3052** and why it should not be passed, as well as, keeping an eye on postings. He stated however, that at this time it is dead, but they would be going into a Veto Session, which would only give the house 3 days to get it done at this juncture.

SUPERINTENDENT JACKSON ended his report by recommending favorable approval of his report as submitted.

I. CLOSED SESSION

- A. THE APPOINTMENT, EMPLOYMENT AND COMPENSATION OF SPECIFIC EMPLOYEES OF THE BOARD - (POSSIBLE ACTION)**

II. FOR YOUR AUTHORIZATION

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

1. RESIGNATIONS

- a. Accept resignation of **Mrs. Darcus Nicole Conway-Fason**, Home School Coordinator, effective Wednesday, September 6, 2017.
- b. Accept resignation of **Mrs. Carla LeVeaux-Hawkins**, Administrative Assistant to the Assistant Superintendent of Business Administration and Operations, effective Friday, September 29, 2017.

2. APPOINTMENTS

- a. Authorization is sought to approve **Ms. Joni Kocal** as the Girls Basketball Coach, Cottage Grove Upper Grade Center.
- b. Authorization is sought to approve **Mr. Ryan James** as the Boys Track and Field Coach, Cottage Grove Upper Grade Center.
- c. Authorization is sought to approve **Mrs. Geneva Brown**, Assistant Track and Field Assistant Coach (Boys and Girls) Cottage Grove Upper Grade Center.

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- d. Authorization is sought to appoint **Mrs. Patrice Billingsley-Landfair** as Substitute Teacher, retroactive to Thursday, August 24, 2017.
- e. Authorization is sought to appoint **Mrs. LaShena Thomas-Gardner** as Administrative Assistant to the Assistant Superintendent of Business Administration and Operations, effective Wednesday, September 6, 2017.
- f. Authorization is sought to appoint **Ms. Genesis Carter** as Substitute Teacher, effective Wednesday, September 6, 2017.

3. AFTER SCHOOL TUTORIALS

Authorization is being sought to hire the following staff for After School Tutorials beginning **Tuesday, September 26, 2017** and ending **Tuesday, December 5, 2017**.

MEDGAR EVERS:

KINDERGARTEN

Susan Tutorow

FIRST GRADE

Verletta Falconer

SECOND GRADE

Shannon Zenos

THIRD GRADE

Carletta Jones

FOURTH GRADE

Ann Marie Armstrong

CLERICAL

Rachael Ransom

ADMINISTRATOR

Monique Johnson

COTTAGE GROVE:

FIFTH GRADE

**Dr. Monica Cole-Jackson
LA/Math**

SIXTH GRADE

**Diane Sergeant
LA/Math**

SEVENTH GRADE

**Troy Juniel
LA/Reading
Joni Kocol
Math**

EIGHTH GRADE

**Jason Kinnaman
LA/Reading
Diane Richardson
Math**

SUBSTITUTE

Evelyn Starkey

CLERK

Robin Norris

COORDINATOR

Chantel Jones

ADMINISTRATOR

Dr. Sharon Rivers

- B. APPROVAL OF BUDGET FOR FISCAL YEAR BEGINNING JULY 1, 2017 AND ENDING JUNE 30, 2018 (See Reference #1)**
- C. APPROVAL OF FISCAL YEAR 2017-2018 BUDGET RESOLUTIONS**
- 1. Chief Fiscal Officer's Estimate of Revenues Anticipated to be received by Ford Heights School District 169, Cook County Illinois for Fiscal Year beginning **July 1, 2017** and ending **June 30, 2018. (See Reference #2)****

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2. **Certification of Resolution** and Minutes of the Meeting of the Board held on the **fifth** day of **September 2017**, insofar as same relates to the adoption of a Resolution entitled: **Resolution Adopting the Budget of Ford Heights School District 169**, Cook County, Illinois for Fiscal Year **2017-2018. (See Reference #3)**

3. **Resolution Adopting** the Budget of Ford Heights School District 169, Cook County, Illinois, for the **Fiscal Year 2017-2018. (See Reference #4)**

- D. **ADMINISTRATOR AND TEACHER SALARY AND BENEFITS (ATSB) DATA SUBMITTAL TO THE ILLINOIS STATE BOARD OF EDUCATION**

- E. **AUTHORIZATION TO SUBMIT TITLE I PLAN TO THE ILLINOIS STATE BOARD OF EDUCATION**

- F. **AUTHORIZATION IS SOUGHT TO SUBMIT TITLE I, TITLE II AND TITLE IV GRANT FOR 2017-2018 SCHOOL YEAR**

- G. **AUTHORIZE CONSULTING AGREEMENT BETWEEN MILESTONE THERAPY, LLC (See Reference # 5)**

Authorization is sought to enter into agreement with Milestone Therapy, LLC for Therapy Staffing Services for FY 2017-2018 School Year.

- H. **TAXABLE GENERAL OBLIGATION SCHOOL BONDS RESOLUTION FOR SERIES 2017 (See Reference # 6)**

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Resolution providing for the issue of Taxable General Obligation School Bonds (Alternate Revenue Source), Series 2017, of School District Number 169, Cook County, Illinois, for school purposes.

III. FOR YOUR INFORMATION

A. MONTHLY ENROLLMENT (AS OF AUGUST 31, 2017)

MEDGAR EVERS SCHOOL

PRE-K	40	KDG	47
GRADE 1	48	GRADE 2	43
GRADE 3	43	GRADE 4	44
		TOTAL	265

COTTAGE GROVE UPPER GRADE CENTER

GRADE 5	42	GRADE 6	39
GRADE 7	44	GRADE 8	43
		TOTAL	167

TOTAL DISTRICT	OUT OF DISTRICT	GRAND TOTAL
433	9	442

REPORT OF CONTACTS (ATTENDANCE OFFICER'S):

MEDGAR EVERS:

HOME VISITS	TELEPHONE CONTACTS	PARENT CONFERENCES
51	143	23

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COTTAGE GROVE:

HOME VISITS	TELEPHONE CONTACTS	PARENT CONFERENCES
44	57	0

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.** Board President Mitchell called for a motion to approve Part B.

Motioned/Sherman; Seconded/Viverette - to approve **PART B - ASSISTANT SUPERINTENDENT OF BUSINESS ADMINISTRATION & OPERATIONS 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. ACCOUNTS PAYABLE

Authorization is requested to pay Accounts Payable bills for September 5, 2017 in the amount of **\$267,194.79.**

B. PAYROLL SUMMARY

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

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August 4, 2017	\$ 73,263.65
August 18, 2017	<u>\$181,482.61</u>
Total	\$254,746.26

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: September 5, 2017 -October 10, 2017
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
Cost: **\$75.00-Sunday/\$25.00-Wednesday**
- B. Date: Saturday, September 16, 2017
Time: 3:00 p.m.-8:00 p.m.
Place: Tidye A. Phillips
Contact: Amanda Nelson
Purpose: Child's Birthday Party
Cost: **\$200.00-Custodian**
Reference #1

D. PETTY CASH

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

Business Office	\$ 43.95
Building and Grounds	\$ 15.16
Medgar Evers	\$130.92
Cottage Grove	<u>\$200.00</u>
Total	\$390.03

E. IMPREST FUND

Authorization is requested to replenish Imprest Fund in the amount of **\$4,477.50**.

PART C - CURRICULUM AND INSTRUCTION

MRS. MARILYN BARNES reminded members of the Board that they were in advanced receipt of her report. **MRS. BARNES** however, informed members there were two items in her report she would like to call to their attention. The first being the "Million Father March" which would be held on Thursday, September 14, 2017. **MRS. BARNES** explained what this march entailed and invited members to participate.

Secondly, she drew member's attention to the dates for Parent Family Workshops to be held once a month, throughout the entire school year. **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. AFTER SCHOOL TUTORIALS

We are in the process of planning for After School Tutorials. We have distributed the applications to teachers and are administering the Northwest Evaluation Association (NWEA) Measures of Academic Progress (MAP) to kindergarten through eighth grade students in an effort to identify student who will attend from grades kindergarten through third. Math and Reading Scores from the 2017 Spring Partnership for Assessment of Readiness for College and Careers (PARCC) will be used to identify students in grades fourth through eighth.

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During After School Tutorials, teachers will extend the regular school day to ensure our students are provided with additional support in the areas of (Reading and/or Math) where more assistance is needed.

Students will continuously be encouraged to attend to ensure they have the best learning experiences and opportunities that will help them to have a successful school year.

B. INSTITUTE DAY(S) SUMMATION

Institute Days for all was a three-day event. It consisted of a wealth of information. Staff was informed of the expectations for the 2017-2018 school year. As on last year, we are continuing to teach our students through the basics: Reading, Math, Writing, Oral Communication, Keyboarding, and Team Building.

Teachers received Math Awards for Outstanding/Most Improved Performance in the area of Mathematics, Recognition of staff District-Wide for years of service, Sexual Harassment Training, Procedures for Workman's Compensation, District Business Procedures, Pest Management Training, and training on Becoming Trauma Sensitive Schools.

This year Institutes Days proved to be enjoyable for all.

C. ASSESSMENTS

Students in grades pre-kindergarten through eighth are being administered various assessments during this time. Data collected from each assessment is extremely important because it will inform teachers of where their students are and will assist them with their efforts as they plan instruction and begin to set up instructional groups in the classroom. Teachers will also be able to

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recommend students in kindergarten through eighth grades for After School Tutorials to ensure students have every opportunity to receive additional support. Finally, such summative assessments will give teachers information where students started, and as the year goes on, the teacher will be able to see if students are making growth when they are assessed during the Winter and Spring Assessments.

D. PARENT MONTHLY MEETINGS (*See attached flyer*)

The District again this school year will host monthly Parent Meetings. We plan again to partner with SPEED 802 School District to support us with this endeavor. The Parent Meetings were very successful on last school year, providing parents support with their child(ren). The dates of the Parent Meetings for the 2017-2018 school year are as follows:

Friday, September 22, 2017

Monday, October 10, 2017

Friday, October 3, 2017

Friday, December 15, 2017

Friday, January 19, 2018

Friday, February 16, 2018

Friday, March 16, 2018

Friday, April 20, 2018

Thursday, May 10, 2018

E. MILLION FATHER MARCH (*See attached flyer*)

On Thursday, September 14, 2017 Ford Heights School District 169 will have the annual Million Father March. All male parents, guardians, uncles, grandfathers, cousins, big brothers, will be invited to join us with escorting our children to school on that day.

The event is led by the Black Star Project, and is a way of men showing their commitment to their child/family member education.

This is also a way we can recognize our men in the community for the support they provide to our students and School District 169.

F. MONTHLY BUILDING REPORTS (See references #1-4)

Building reports were submitted by the following personnel:

Ms. Monique Johnson, Principal of Medgar Evers P.A.C.

Dr. Sharon Rivers, Principal of Cottage Grove U.G.C.

Ms. Celestine Burrel, Attendance Officer

Sharon Rossiter, Special Education Consultant

G. UPCOMING DATES

SEPTEMBER 4, 2017

The District will be closed in observance of Labor Day.

SEPTEMBER 5-8, 2017

Students in grades kindergarten through second will be administered the Phonics Assessment at Medgar Evers Primary Academic Center. This assessment gives teachers a sense of mastery of the Foundational Skills, which are necessary to be successful with decoding words and becoming good readers.

SEPTEMBER 14, 2017

Districtwide 2017 Million Father March will be held at both schools. All fathers and father figures will walk their child(ren) to school in support of their education.

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SEPTEMBER 19, 2017

Students will have an Early Dismissal. All Faculty and Staff will meet at Cottage Grove Upper Grade Center for Professional Development to continue the work that was started during the Institute Days on Building Trauma Sensitive Schools. The focus will be on Adverse Childhood Experiences (ACE's) and there will be video presentation entitled *Resilience*.

SEPTEMBER 22, 2017

Both schools will mail home Progress Reports to parents to inform them of their child(ren) progress during the first five (5) weeks of school. Parents are also able to access the Parent Portal through PowerSchool to see their child(ren) grades in real time 24 hours a day.

SEPTEMBER 26, 2017

Students will begin After School Tutorials in grades kindergarten through eighth. After School Tutorials will last ten (10) weeks. Students will attend on Mondays, Tuesdays, and Thursdays for two (2) hours (2:30 p.m. until 4:30 p.m.).

Board President Mitchell, then called on Principal's Rivers and Johnson to give status reports on the activities/happenings in their respective buildings.

PRINCIPAL RIVERS informed members that once again Cottage Grove Upper Grade Center would be hosting 7th and 8th grade Girls and Boys Basketball Regional Tournaments. She also stated various club activities had begun, such as Chess, and Math. **PRINCIPAL RIVERS** ended by giving kudos to parents for sending students to school and reported that 129 students had perfect attendance during the 2016-2017 school year.

PRINCIPAL JOHNSON: Gave details of the PBIS Celebration and Ice Cream Social


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had by students of Medgar Evers Primary Academic Center. **PRINCIPAL JOHNSON** stated that students were given the task of exhibiting ways to be kind to each other.

ADJOURNMENT: 5:27 p.m.

Motioned/Sherman; Seconded/Cook - to 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.


Mr. Mark Mitchell, President


Mrs. Ester Viverette, Secretary