

**FORD HEIGHTS SCHOOL DISTRICT 169
MINUTES OF BOARD MEETING HELD
TUESDAY, NOVEMBER 6, 2018**

The meeting was called to order by presiding officer Mr. Mark Mitchell – 5:02 p.m.

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

Upon roll call the following members were present:

Present: Cook, LaWrence, Mitchell, Viverette
Absent: Coleman, Hayslett, 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

BARD PRESIDENT MITCHELL, then called for a motion to approve agenda.

AGENDA

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

Roll Call: Ayes: Coleman, Cook, Mitchell, Sherman, Viverette
Nays: None
Absent: Hayslett, LaWrence
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 **October 9, 2018.**

Roll Call: Ayes: Coleman, Cook, Mitchell, Sherman, Viverette
 Nays: None
 Absent: Hayslett, LaWrence
 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** addressed items in his report and deferred **Item B** to **MRS. MARILYN BARNES** to address.

At this juncture **SUPERINTENDENT JACKSON** interjected that he would like to take the time to congratulate and recognize those members of the Board who had achieved Master Board Member recognition from the Illinois Association of School Boards, for the time and effort they devoted to IASB leadership activities and service to the public education community.

SUPERINTENDENT JACKSON ended his report by recommending favorable approval of his report as submitted. Then inquired if there were any questions. **THERE WERE NONE.**

Board President then called for a motion to approve Report of the Superintendent.

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Motioned/Sherman; Seconded/Cook – to approve **PART A – REPORT OF THE SUPERINTENDENT** as submitted:

Roll Call: Ayes: Coleman Cook, Mitchell, Sherman, Viverette
Nays: None
Absent: Hayslett, LaWrence,
Abstain: None
4 ayes, 0 nays, 3 absent, 0 abstain, 0 present – motion carried.

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. APPOINTMENT AS SUBSTITUTE TEACHERS

Authorization is sought to appoint the below listed individuals as substitute teachers, **effective the 2018-2019 School Year.**

**MS. SHUNELLE HOLLIS
MS. LARITA RICE**

2. LETTER OF INTENT FOR SALARY ADJUSTMENT/ LANE CHANGE ADVANCEMENT

Authorization is sought to approve the letter of intent for **Mr. Robert Potter**, teacher, Cottage Grove Upper Grade Center, for advancement to a new lane (MA – Step 10) on the salary schedule for the second semester of the 2018-2019 school

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year. This approval is pending all transcripts and other evidence of having completed the coursework requirements necessary for advancement to a new lane on the salary schedule for the second semester on or before January 8, 2019.

3. **LETTER OF RESIGNATION**

Accept letter of resignation submitted by **TONI ELZIA**, Special Education Teacher, Cottage Grove Upper Grade Center to be **effective October 30, 2018**.

B. **ADOPTION OF RESOLUTIONS AND CERTIFICATIONS - 2018 TAX LEVY**
(See reference #1)

1. **Certification of Compliance with Truth Intaxation Law**
(Exhibit I)
2. **Certificate of Tax Levy (Exhibit II)**
3. **Resolution to Levy 2018 Taxes for Certain Purposes**
(Exhibit III)
4. **Resolution to Request Application of Loss and Cost**
Factor to 2018 Levies (Exhibit IV)

C. **PROPERTY TAX RELIEF GRANT AND TAX ABATEMENT RESOLUTION FOR**
FISCAL YEAR 2019 ***(See reference #2)***

Authorize and approve submission of Property Tax Relief Grant and Resolution to Abate Taxes as recommended by the Superintendent for Fiscal Year 2019.

III. **FOR YOUR INFORMATION**

A. **MONTHLY ENROLLMENT** **(AS OF OCTOBER 31, 2018)**

MEDGAR EVERS SCHOOL

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PRE-K	60	KDG	43
GRADE 1	50	GRADE 2	51
GRADE 3	49	GRADE 4	40
		TOTAL	293

COTTAGE GROVE UPPER GRADE CENTER

GRADE 5	41	GRADE 6	45
GRADE 7	39	GRADE 8	41
		TOTAL	166

TOTAL DISTRICT	OUT OF DISTRICT	GRAND TOTAL
459	11	470

REPORT OF CONTACTS (ATTENDANCE OFFICERS):

MEDGAR EVERS:

HOME VISITS	TELEPHONE CONTACTS	PARENT CONFERENCES
5	320	12

COTTAGE GROVE:

HOME VISITS	TELEPHONE CONTACTS	PARENT CONFERENCES
0	158	0

B. EVERY STUDENT SUCCEEDS ACT (ESSA) ACADEMIC RECOGNITION (See reference #3)

Ford Heights School District 169 has received from the Illinois State Board of Education a rating of "**Commendable**" which means: A school that has no underperforming student demographic groups at or below the "all students" group of the lowest 5 percent of all Title I schools, a graduation rate greater than 67 percent, and whose performance is not in the top 10 percent of

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schools statewide. Schools that receive a Commendable School designation may apply to serve in the IL-EMPOWER network of partners.

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

Roll Call: Ayes: Coleman, Cook, Mitchell, Sherman, Viverette
Nays: None
Absent: Hayseltt, LaWrence
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 November 6, 2018 in the amount of **\$391,627.30.**

B. PAYROLL SUMMARY

The following is the payroll summary for the month of October 2018 as detailed below:

October 12, 2018 \$191,806.72

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October 26, 2018 \$190,797.24
Grand Total \$382,603.96

C. BUILDING RENTAL

Authorization is requested for the use of the following facilities:

- A. Date: November 6, 2018 -December 11, 2018
 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 - Thursday**
- B. Date: November 17, 2018
 Time: 12:00 p.m. - 5:00 p.m.
 Place: Tidye A. Phillips
 Contact: Taebonie Dillard
 Purpose: Child's Birthday Party
 Cost: **\$175.00- Building, \$125.00 Custodial
 Fee (Reference #1)**
- C. Date: November 22, 2018
 Time: 11:00 a.m. - 7:00 p.m.
 Place: Medgar Evers
 Contact: Jerome Williams
 Purpose: Family Gathering
 Cost: **\$200.00 - Custodial Fee (Reference #2)**

D. PETTY CASH

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

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Building & Grounds	\$ 15.00
Cottage Grove	<u>\$200.00</u>
Medgar Evers	<u>\$131.41</u>
Total	\$346.41

E. IMPREST FUND

Authorization is requested to replenish Imprest Fund in the amount of **\$800.00.**

Board member **HAYSLETT** walked in at 5:09 p.m.

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 addressed **Item B** of the Superintendent's Report.

Mrs. Barnes expressed to members of the Board that the School District had received the **2nd highest rating** in the State of Illinois as it related to the **Every Student Succeeds Act (ESSA)**, which provides for the opportunity for districts and schools to build on existing strengths and to close academic achievements gaps.

MRS. BARNES congratulated Administration and staff of both schools on this status and thanked them for their hard work and dedication. This accolade was followed with similar accolades from members of the board as well.

MRS. BARNES ended her report, then 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. CLASSROOM OBSERVATIONS

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As a school administrator, one of my responsibilities is to ensure that teachers are teaching, and that the curriculum is being presented. To this end, I have begun informal classroom observations of teaching personnel at Cottage Grove Upper Grade Center, and Medgar Evers Primary Academic Center.

Classroom observation is a process by which an individual and/or consultant/administrator, sits in on one or more class sessions, records the instructor's teaching practices and student actions, and when necessary, meets with the instructor to discuss the observation.

After a classroom observation an instructor can: (1) Receive feedback on an objective from the observer and (2) Engage in content-specific discussions about teaching with the observer.

B. AFTER SCHOOL TUTORIALS

After school tutorials are going extremely well at both schools. We are especially excited about the consistent attendance. At Medgar Evers Primary Academic Center there are **104** students enrolled in grades kindergarten through fourth. At Cottage Grove Upper Grade Center there are **90** students enrolled in grades fifth through eighth enrolled. Kudos goes out to the Building Principals and Assistant Principals for their efforts in ensuring the After School enrollment stays consistent, and students are present to receive additional support in English/Language Arts (ELA) and Math. After School Tutorials will conclude on **Tuesday, December 4, 2018**.

C. CLASSROOM SPELLING BEES (See reference #1)

On **Friday, October 19, 2018 Classroom Spelling Bees** were held at both buildings. All students in first through eighth grade participated in the Bees.

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Both schools had an incentive to encourage students to study and do their best. At Medgar Evers Primary Academic Center, the classroom at each grade level that went the most rounds received a pizza party. While at Cottage Grove Upper Grade Center, the homeroom that went six (6) or more rounds received a pizza party. Congratulations to the following classrooms/homerooms:

First Grade – Verletta Falconer

Second Grade – Susan Tutorow

Third Grade - Ann Marie Armstrong

Fourth Grade – Gwendolyn Burrel

Fifth Grade – Cynthia Purdy

Sixth Grade - Janet Morris

Seventh Grade – Latricia Walker

Eighth Grade – Jason Kinnaman

Congratulation letters have been mailed out to the families of all students who have advanced to the **School Wide Spelling Bees**. Both School Wide Spelling Bees for each respective school will take place on **Friday, November 30, 2018**. Medgar Evers Primary Academic Center Bee will begin at **9:30 a.m.**, and Cottage Grove Upper Grade Center Bee will begin at **1:00 p.m.** Good luck to all students who will be competing on that day!

D. MONTHLY PARENT MEETING (See reference #2)

There will be a **Parent Meeting** on **Friday, November 16, 2018** at **11:00 a.m.** at Medgar Evers Primary Academic Center in room 218.

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The topic will be: ***“Building Positive Self-Esteem.”*** Parents will be provided with information on the topic, refreshments and raffle prizes will be given out.

Flyers will be sent out to parents as a reminder, and I will be personally calling parents to extend an invitation to them, as well.

E. LOCKDOWN DRILL

The **District Wide Lockdown Drills** will be held on **Friday, November 16, 2018**. The Cook County Sheriff's Department will be in the District to assist with the monitoring of this State Mandated Drill. Medgar Evers Primary Academic Center will hold their drill at **10:00 a.m.** and Cottage Grove Upper Grade Center will hold their drill at **10:40 a.m.**

F. MONTHLY BUILDING REPORTS (See references #3-5)

Building reports were submitted by the following personnel:

Ms. Monique Johnson, Principal of Medgar Evers Primary Academic Center

Dr. Sharon Rivers, Principal of Cottage Grove Upper Grade Center

Ms. Celestine Burrel, District Wide Attendance Officer

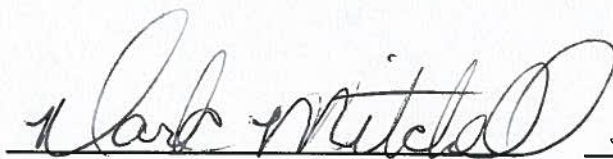
BOARD PRESIDENT MITCHELL called on Principal Rivers and Principal Johnson to give a status update on the activities/happenings in their respective buildings.

BOARD PRESIDENT MITCHELL called for a motion to adjourn.

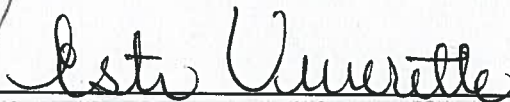
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ADJOURNMENT: 5:19 p.m.

Motioned/Hayslett; Seconded/Cook - to adjourn meeting



Mr. Mark Mitchell, President



Mrs. Ester Viverette, Secretary