

**FORD HEIGHTS SCHOOL DISTRICT 169**  
**MINUTES OF BOARD MEETING HELD**  
**TUESDAY, NOVEMBER 10, 2020**

The meeting was called to order by presiding officer, Vice President Lera Cook.-  
**10:00 a.m.**

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

Upon roll call the following members were present:

Present: **Cook, Mitchell, Sherman (via phone), Viverette**

Absent: **Coleman, Hayslett, LaWrence**

Also Present: Dr. Gregory T. Jackson, Superintendent

Mrs. Coretta Jackson, Assistant Superintendent of Business  
Administration & Operations

Dr. Sharon P. Rivers, Assistant Superintendent of  
Curriculum & Instruction

Mrs. Gloria Lymore, Executive Assistant to the  
Superintendent

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

NONE

**AGENDA**

Motioned/Mitchell; Seconded/Viverette - to approve the agenda

Roll Call: Ayes: Cook, Mitchell, Sherman (via phone), Viverette

Nays: None

Absent: Coleman, Hayslett, LaWrence

Abstain: None

**4 ayes, 0 nays, 3 absent, 0 abstain, 0 present – motion carried.**

**MINUTES**

Board President called for a motion to approve the minutes.

Motioned/Mitchell; Seconded/Sherman - to approve the minutes of **October 6, 2020**

Roll Call: Ayes: Cook, Mitchell, Sherman (via phone), Viverette

Nays: None

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Absent: Coleman, Hayslett, LaWrence  
Abstain: None  
4 ayes, 0 nays, 3 absent, 0 abstain, 0 present – motion carried.

**CORRESPONDENCE**

**MR. JASON SCOTT & FAMILY, DR. LISA CHANG, AND MS. LYNETTE PREAR & FAMILY**

**Dr. Gregory Jackson reminded members of the Board that they were in advanced receipt of the Part A (Superintendent), Part B (Assistant Superintendent of Business Administration and Operations) and Part C (Assistant Superintendent of Curriculum and Instruction) of the Superintendent’s report. He requested a vote on all reports as presented for approval.**

**Motioned/Mitchell; Seconded/Viverette - to approve PART A, PART B and PART C – REPORT OF THE SUPERINTENDENT – FOR YOUR AUTHORIZATION as submitted.**

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

**I. FOR YOUR AUTHORIZATION**

**A. ADOPTION OF RESOLUTIONS AND CERTIFICATIONS – 2020 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 2020 Taxes for Certain Purposes (Exhibit III)**
- 4. Resolution to Request Application of Loss and Cost Factor to 2020 Levies (Exhibit IV)**

**B. PROPOSED REVISED POLICIES (See reference #2)**

Consistent with Ford Heights School District 169's normal practice to conduct periodic reviews of its policies, the following policies are being submitted as needing to be **Revised** as listed below:

- ❖ SCHOOL BOARD – TITLE IX SEXUAL HARASSMENT GRIEVANCE PROCEDURE – **2:265 (REVISED)**
- ❖ SCHOOL BOARD – ADMINISTRATIVE PROCEDURE - TITLE IX SEXUAL HARASSMENT RESPONSE **2.265-AP1 (REVISED)**
- ❖ SCHOOL BOARD – ADMINISTRATIVE PROCEDURE - FORMAL TITLE IX SEXUAL HARASSMENT COMPLAINT GRIEVANCE PROCESS **2.265-AP2 (REVISED)**

**II. FOR YOUR INFORMATION**

**A. MONTHLY ENROLLMENT (As of November 5, 2020)**

**MEDGAR EVERS SCHOOL**

Pre-K	60	Kdg	38
Grade 1	51	Grade 2	44
Grade 3	43	Grade 4	44
		<b>Total</b>	<b>280</b>

**COTTAGE GROVE UPPER GRADE CENTER**

Grade 5	42	Grade 6	37
Grade 7	35	Grade 8	43
		<b>Total</b>	<b>157</b>

Total District	Out of District	Grand Total
<b>437</b>	<b>11</b>	<b>448</b>

**Report of Contacts (Attendance Officers):**

**MEDGAR EVERS:**

Home Visits	Telephone Contacts	Parent Conferences
27	610	4

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**COTTAGE GROVE:**

<b>Home Visits</b>	<b>Telephone Contacts</b>	<b>Parent Conferences</b>
<b>19</b>	<b>395</b>	<b>5</b>

**PART B – ASSISTANT SUPERINTENDENT OF BUSINESS ADMINISTRATION  
AND OPERATIONS**

**I. FOR YOUR AUTHORIZATION**

**A. ACCOUNTS PAYABLE**

Authorization is requested to pay Accounts Payable bills for November 10, 2020 in the amount of **\$344,655.84.**

**B. PAYROLL SUMMARY**

The following is the payroll summary for the month of October, 2020 as detailed below:

October 09, 2020	\$192,345.81
October 23, 2020	<u>\$191,607.40</u>
<b>Grand Totals</b>	<b>\$383,953.21</b>

**C. PETTY CASH**

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

Administrative Center	\$257.12
Business Office	\$ 53.00
Federal/State	\$170.00
Building & Grounds	\$ 30.30
Cottage Grove	\$138.57
Medgar Evers	<u>\$185.67</u>
<b>Total</b>	<b>\$834.66</b>

**PART C- ASSISTANT SUPERINTENDENT OF CURRICULUM AND INSTRUCTION**

**I. FOR YOUR INFORMATION**

**A. VIRTUAL PARENT TEACHER CONFERENCE**

Our Fall Parent Teacher Conference exceeded our expectations! We recognize that these are precarious times, however, our students and our parents remain resilient. We offered parents the option to conference with teachers through Google Classroom, SignUp.com, or by telephone. Staffs were available to speak with parents providing detailed information relating to grades, assignments and projects.

Additionally, teachers surveyed parents about topics of interest for parents and how they can support their students during remote learning. The workshops will be hosted online through Zoom by the Parent Center. Topics to be discussed are: How to Survive E-Learning, Parent Training: Google Classroom, Missing Assignments, Turning in Assignments, etc.), Homework help (time management), and Stress Relief (Parent and Student).

**B. TITLE IX TRAINING FOR ADMINISTRATORS**

Title IX of the Education Amendments Act of 1972 is a federal law that states: "*No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving Federal financial assistance.*" Attorney Courtney Stillman and Eric Berhard from the law firm of Hauser, Izzo Petrarca, Gleason & Still LLC facilitated a three-hour training. The Superintendent along with each member of the administrative staff were guided through the process of receiving complaints and ensuring that the burden of proof falls under "clear and convincing" evidence to move forward in meeting the criteria of Title IX

**C. RESONANT EDUCATION VANDERBILT ASSESSMENT OF LEADERSHIP (VAL-ED)**

A critical attribute of a successful school community is quality leadership. Research reveals students perform better when the principal provides strong leadership. The Vanderbilt Assessment of Leadership in Education (VAL-ED) is a research based evaluation tool that measures the effectiveness of school leaders by providing a detailed assessment of a principal's behaviors. The focus is on the skills and behaviors unique to the role of a principal, providing evidence that the appropriate and necessary instructional leadership behaviors are exhibited at the school.

The VAL-ED survey is also designed to help the principal become a better leader for the school. 360° assessments provide the best feedback to principals because they incorporate input of all members of the school's professional community. The survey window will open Monday, November 2<sup>nd</sup> and will be available until November 24, 2020.

**D. WRITING**

As we are in remote learning, our Student Achievement Plan for the 2020-2021 school year has been modified to reflect the current curriculum schedule. We have completed the Basic Reading Inventory (BRI) which measures fluency, and we have completed NWEA MAP testing.

With writing as a district wide initiative, we will start with our first writing benchmark on Monday, November 2, 2020 for second through eighth grade. Each student will receive text which may include an article, text from a book, video, a movie clip or a combination of several pieces of text for students to respond in writing. Teacher will evaluate the writing using the Universal Scoring Rubric for Writing.

The Research Simulation Task (RST) and Literary Analysis Task

(LAT) will measure Reading Comprehension, Written Expression, conventions as outlined in the Common Core State Standards.

**E. SPECIAL EDUCATION IN-PERSON INSTRUCTION**

Every student with a disability is entitled to a free and appropriate education and is entitled to special education services based on their individualized education plan (IEP). Depending on the needs of the individual student, distancing guidelines and the measures outlined in a specific IEP, activities are adapted to a remote learning schedule. Students who receive occupational therapy and physical therapy are scheduled to meet with the provider in-person at the home school. We are currently analyzing assessment results to determine if students will need to continue the school year in person. This will require creative scheduling and is being developed.

**F. MONTHLY BUILDING REPORTS (*See references #1-3*)**

Building reports were submitted by the following personnel:

- Ms. Monique Johnson, Principal of Medgar Evers P.A.C.
- Ms. Chanel L. Jones, Principal of Cottage Grove U.G.C.
- Ms. Celestine Burrel, District-wide Attendance Officer

**Vice President Cook called for an Adjournment.**

**ADJOURNMENT: 10:06 a.m.**

Motioned/Mitchell; Seconded/Viverette - to adjourn meeting



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Mrs. Lera Cook, Vice President



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Mrs. Ester Viverette, Secretary