

**FORD HEIGHTS SCHOOL DISTRICT 169**

**MINUTES OF BOARD MEETING HELD TUESDAY, OCTOBER 5, 2010**

The meeting was called to order by presiding officer, Mr. James Coleman - 5:05 p.m.

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

Upon roll call the following members were present:

Present: Coleman, Cook, Jones, Patterson, Sherman, Viverette  
Absent: Griffin  
Also, Present: Dr. Gregory Jackson, Superintendent  
Mrs. Joyce McEwen, Assistant Superintendent  
Mrs. Sheila Pickens, Director of Pupil Personnel Services  
Mrs. Coretta Jackson, Coordinator of Business Affairs  
Mrs. Marilyn Barnes, Principal Medgar Evers P.A.C.  
Mrs. Stephanie Stephen, Principal Cottage Grove U.G.C.

Legal Counsel:

**AGENDA**

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

Roll Call: Ayes: Coleman, Cook, Jones, Patterson, Sherman, Viverette  
Nays: None  
Absent: Griffin  
Abstain: None  
6 ayes, 0 nays, 1 absent, 0 abstain - voice vote motion carried.

**MINUTES**

Motioned/Patterson; Seconded/Sherman - to approve the minutes of **September 7, 2010 (Regular)**

Roll Call: Ayes: Coleman, Cook, Jones, Patterson, Sherman, Viverette  
Nays: None

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Absent: Griffin

Abstain: None

6 ayes, 0 nays, 1 absent, 0 abstain - voice vote motion carried.

### CORRESPONDENCE

Correspondence was received from Mrs. Anne Summers and Family

### QUESTIONS FROM PUBLIC (3 MINUTES)

**MR. DION CLARK:** Introduced himself as Chief Operating Officer of *Legacy Initiative*. Mr. Clark gave a brief background of himself, and of *Legacy Initiative*, whose mission is to enhance critical thinking, communicative and problem solving techniques, and embraces leadership development and mentoring opportunities with youth. Their target groups are those deemed as at-risk youth entering their Junior High School years, as well as, High School years.

Mr. Clark expressed that he would like to sit down with Administration and discuss and provide more information as to how he believes this organization can benefit students in the above categories.

Mr. Clark thanked Superintendent and members of the Board for their time.

**MS. AMANDA POSNER:** A School Health Coordinator for South Region, spoke to Superintendent Jackson, and members of the Board regarding the "*Communities Putting Prevention to Work*" grant opportunity. Ms. Posner went on to explain that there was a grant that school districts could apply for, giving funding between \$25,000 and \$200,000 to work on policies and system changes to make the schools healthier places for students, teachers and staff.

Ms. Posner expressed this venture would be an excellent opportunity for districts to help reverse the obesity epidemic that is becoming a huge problem in southern Cook County.

Ms. Posner ended by stating that she would be available as a resource throughout the entire application and funding process, should the district choose to participate, and she looked forward to hearing from the district.

**PART A - REPORT OF THE SUPERINTENDENT**

Superintendent Jackson called members of the Board's attention to the fact that they had received his advanced report, but brought to the Board's attention to Addendum Report **Item I-A** with a brief explanation, then asked for favorable approval of the report inclusive of Addendum Item I-A, as follows:

Board member Jones, before vote could be taken interjected several questions, as well as, hypothetical scenarios regarding election rules. Mr. Jones asked various and varied questions, and ended by stating that he **did not** think that rules which were previously established, should be changed, as he believes this to be unfair and unnecessary.

**SUPERINTENDENT JACKSON:** Informed member Jones, that rules were not changed, and were mandates of the Cook County Board of Elections.

Additional conversation regarding said matter pursued a short time longer, before matter came to an end.

Superintendent Jackson, once again asked for favorable approval of report as follows:

**I. FOR YOUR AUTHORIZATION**

**A. APPLICATION FOR RECOGNITION OF SCHOOL 2010-2011  
(See reference #1)**

Authorization is sought for approval of the 2010-2011 application for **Recognition of Schools** for Medgar Evers Primary Academic Center and Cottage Grove Upper Grade Center, effective October 5, 2010.

**B. RESOLUTION DESIGNATING ASSISTANTS TO BOARD SECRETARY FOR SCHOOL BOARD ELECTION (See reference #2)**

Authorization is sought to approve Resolution which designates District staff members to act on behalf of the Board's Secretary. This Resolution will clarify who has the authority to accept or reject petitions and objections and to carry out other duties which are generally assigned by law to the Board's Secretary.

Those District staff members are as follows:

- **CORETTA JACKSON**
- **MAXINE SHANNON**
- **GLORIA LYMORE**
- **VIVIAN CARTER**
- **LEORIA BADA**

**C. ILLINOIS PRINCIPALS ASSOCIATION CONFERENCE**

*Principals Marilyn Barnes and Stephanie Stephen*, are seeking to attend the *39<sup>th</sup> Annual Principals Professional Conference, October 17-19, 2010* in Peoria, IL. This conference provides Professional Development opportunities, as well as, venues in which to network with peers who understand the complexities of being in a leadership position.

**D. PERFECT ATTENDANCE FOR 2009-2010 SCHOOL YEAR**

*Mrs. Geraldine Joubert*, Teacher and *Mrs. Mariah Krause (former teacher)* Medgar Evers Primary Academic Center, have achieved perfect attendance for the 2009-2010 school year, and to this end the Administration is recommending that these individuals receive the monetary award of **\$100.00** given to employees who achieve this distinction.

**E. ESTIMATED AGGREGATE TAX LEVY FOR 2010 (See reference #3)**

The Truth in Taxation Act (35 ILCS 200/18-55 et:seq.) affects all local government agencies, including school district, community colleges and home-rule municipalities, which are authorized to levy

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property taxes. The basic requirement of the law have been reproduced for your information from 2001-2002 State, Local and Federal Financing booklet for Illinois Public Schools.

One of the main requirements contained in the Truth-in-Taxation law is that "At least twenty (20) days prior to the adoption of an aggregate levy, is that the local governing board estimate the dollar amount of the aggregate levy for the current year exclusive of election cost. The recommended 2010 Calendar Year levy estimate is \$4,499,763.

Please keep in mind that this estimate is subject to change as more information becomes available.

#### F. CONSULTANT SERVICES

Authorization for continued consultation services with the below listed individuals, and their services. Consultants will be paid through the Title grants, as eligible.

- ❖ *Dr. Teresa Hill* for Reading and Language Arts (Action Plan)
- ❖ *Dr. Lisa Chang* for Mathematics
- ❖ *ECRA* for Writing (Assessment and Analysis)
- ❖ *Mr. Reginald Wright* for Mathematics through the use of Music (After School Band)

#### G. REVISION OF COMMUNITY RELATIONS PARENTAL INVOLVEMENT POLICY 8.95 (*See reference #4*)

Authorization is sought to approve the revisions to the Community Relations Parental Involvement Policy-8.95. This policy was adopted February 6, 1996. It is a requirement under NCLB that this policy be reviewed yearly.

#### H. LETTER OF INTENT TO RETIRE (*See reference #5*)

Mrs. Kunda Sagar, Teacher, Cottage Grove Upper Grade Center, has submitted a "Letter of Intent" to retire, effective May, 2011.

**I. REPLACEMENT OF BOY’S BASKETBALL COACH (See reference #6)**

At the resignation of Mr. Raymond McCoy as 7<sup>th</sup> Grade Boy’s Basketball Coach, Principal Stephanie Stephen is recommending the **appointment of Mr. Cedric Tolbert** as 7<sup>th</sup> Grade Boy’s Basketball Coach, to replace Mr. McCoy, for the School Year 2010-2011.

**J. ASSISTANT COACH FOR 7<sup>TH</sup> GRADE BOYS BASKETBALL TEAM (See reference #7)**

Authorization is being sought to hire Mr. Michael Riggins, as Assistant Coach for 7<sup>th</sup> Grade Boy’s Basketball team.

Mr. Riggins is being recommended by Principal Stephen, due to his continued dedication, as well as, his having provided services as a volunteer for the basketball, and track teams for the past five years.

Roll Call: Ayes: Coleman, Cook, Jones, Patterson, Sherman, Viverette  
 Nays: None  
 Absent: Griffin  
 6 Ayes, 0 Nays, 1 Absent, 0 Abstain -motion carried.

**II. FOR YOUR INFORMATION**

**A. MONTHLY ENROLLMENT (AS OF SEPTEMBER 27, 2010)**

**MEDGAR EVERS SCHOOL**

PREKINDERGARTEN	40	GRADE 3	46
KINDERGARTEN	50	GRADE 4	59
GRADE 1	51		
GRADE 2	53	<b>TOTAL</b>	<b>299</b>

**COTTAGE GROVE UPPER GRADE CENTER**

GRADE 5	59	GRADE 7	52
GRADE 6	47	GRADE 8	59
		<b>TOTAL</b>	<b>217</b>

<b>TOTAL DISTRICT</b>	<b>OUT OF DISTRICT</b>	<b>GRAND TOTAL</b>
<b>516</b>	<b>10</b>	<b>526</b>

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

**MEDGAR EVERS:**

<b>HOME VISITS</b>	<b>TELEPHONE CONTACTS</b>	<b>PARENT CONFERENCES</b>
<b>25</b>	<b>139</b>	<b>17</b>

**COTTAGE GROVE:**

<b>HOME VISITS</b>	<b>TELEPHONE CONTACTS</b>	<b>PARENT CONFERENCES</b>
<b>19</b>	<b>85</b>	<b>7</b>

**B. DRS. MING AND LISA CHANG AWARD DONATION**

Drs. Ming and Lisa Chang, donated \$5,000 towards the Mathematics Awards, previously established in their names, and awarded to teachers in increments, who have met the criteria for this award.

We wholeheartedly, thank Drs. Ming and Lisa Chang, for their continued generosity!

**PART B - CURRICULUM AND STAFF DEVELOPMENT**

Mrs. Joyce McEwen, Assistant Superintendent, reminded members of the Board that they were in advanced receipt of her report then reminded members of various upcoming events and dates, and to accept report as follows:

**I. FOR YOUR INFORMATION**

**A. LITERACY/MATHEMATICS ACTION PLAN**

The Literacy and Mathematics Action Plan is on target. Materials have been purchased, Response To Intervention (RTI) in Reading and Mathematic assessments have been completed, and those students in need of intervention, have been selected, with support being provided.

**B. DR. LISA CHANG**

Dr. Lisa Chang will once again be working with Administrators and Design Team members, in monitoring the implementation of Mathematics training, already in place, in an effort to ensure that those strategies and training are maintained and implemented with integrity.

This will be a year long effort and process for Dr. Chang, Administrators and Design Team members.

**C. MONTHLY BUILDING REPORTS {See reference #1-1B}**

Building reports were submitted by the following personnel:

*Marilyn Barnes*, PRINCIPAL MEDGAR EVERS P.A.C.  
*Nicole Conway Fason*, HOME/SCHOOL COORDINATOR  
*Stephanie Stephen*, PRINCIPAL COTTAGE GROVE UPPER GRADE CENTER

**D. MONTHLY INCENTIVE/PERFECT ATTENDANCE/HONOR ROLL REPORT  
(See reference #2)**

Monthly report was submitted by the following:

- *Celestine Burrel*, Medgar Evers Primary Academic Center

**PART C - PUPIL PERSONNEL SERVICES**

Mrs. Sheila Pickens informed members of the Board that they were in advanced receipt of her report as follows:

**I. FOR YOUR INFORMATION**

**A. AIMSWEB BENCHMARKING**

During the week of September 13th the district engaged in its fall benchmarking assessment of reading and math achievement using Aimsweb. These scores are utilized to ascertain which students are



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in need of reading interventions and to establish the tier in which each student should be administered reading and math interventions. In addition, the data is compared to the same time last year to determine if there are indicators of growth. Finally, students found to have difficulties are provided researched based interventions and are progress monitored to assist them in acquiring the necessary reading and math skills.

#### **B. RESPONSE TO INTERVENTION (RTI)**

Interventions are currently being provided to all students in the district as of September 20th in accordance with the district's Action Plan. Training for teachers on specific interventions were provided during the past three weeks. Tier one is being infused with Michael Haggerty (at grades 1-2), Collaborative Strategic Reading w/ Weekly Readers (at grades 3-4), Sidewalks (at grade 5), and Reading Advantage (at grades 6-8). Tier two interventions are: Pals (grade 1), Six Minute Solutions (grades 2-3), Great Leaps (grades 3 and 7), Soar to Success (grade 4-6) Corrective Reading Decoding (Grade 5), and Corrective Reading Comprehension (grades 7-8). Tier III interventions are: Jolly Phonics (grade 1), Read Naturally Word Warm Ups (grade 2-4), Achieve 3000, One Minute Fluency and Six minute Solutions (grades 5-8). The focus from this point on is fidelity of implementation.

#### **C. PROBLEM SOLVING MEETINGS**

On September 9, 2010 the Pupil Personnel Services Team and Director conducted problem solving team meetings. We met with the teaching staff of Cottage Grove to discuss students who were experiencing academic and behavioral difficulties. The purpose of the meeting was to provide support to staff and students and to brainstorm ways of effectively addressing the challenges that some of our students bring to the table. These meeting will be held once a month and have been scheduled for the remainder of the year.

As a result of the meeting, fifteen students were discussed and educational plans were developed for ten of them. The plans included counseling, social work and Tier 3 behavioral interventions to address identified needs. The Medgar Evers Problem Solving Team meetings are scheduled for September 23, 2010.

**D. SCHOOL SUPPLIES**

The Pupil Personnel Services Department received a donation of 64 book bags and school supplies for one of our consistent donors. Each student enrolled in the department, their siblings, and foster children within the district received the gift of school supplies and a book bag. Personal thank you cards were prepared by the recipients and a letter of thanks was sent to the donor and his colleagues.

It's time to participate in the Easter Seal and Southwest Infinitic Holiday Gift Drive. Our district has to input information beginning October 1st and submit our students' names and individual gift request to the organization. Again this year, all of our request must be submitted on line. The district's social worker is currently busy communicating with parents and students of the department to obtain their request using the parameters that have been imposed by the agency. In addition, she must then enter data by child into the system. Each year this is a huge undertaking. Parents have until September 29th to respond to our department with request for their children.

**E. SOCIAL SKILLS GROUP**

A class of third grade students are presenting with difficulty in transitioning into their new educational environment socially. As a result, a group has been developed that will address appropriate social behavior and assist them with acquiring those skills that will enable them to benefit from interacting appropriately with adults and peers. These students will participate in the sessions for seven weeks.

**F. TRAININGS AND WORKSHOPS**

On September 21st, Tamara Young (Social Worker/Case Manager) and Elizabeth Downs (Secretary) attended the Hug User Group's (HUG's) Workshop held at the SPEED District 802 Cooperative Campus in Chicago Heights. They gained information on the IEPPoint system which is the data base for input of information to the Illinois State Board of Education.

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All PPS staff attended the district inservice held at Cottage Grove in the afternoon on September 21st. Dr. Alfred Tatum was the speaker. He spoke authoritatively and effectively on the issue of how to improve reading achievement of the African American Male population.

Kameyal Alexander attended the PBIS External Coaches meeting which was held on September 6th at the SPEED District 802 Cooperative Campus in Chicago Heights. The workshop was held to assist external coaches in the development of strategies that will support and motivate internal coaches. They also learned how to use web based tools.

#### **G. HEALTH SERVICES**

Currently there are thirty-nine students enrolled in the district that have not met susceptibility requirements and will be excluded from school on October 15<sup>th</sup>. Students are either missing immunizations or physicals. Several letters have gone out to parents, phone calls and home visits have been made.

#### **H. MONTHLY REPORTS- Departmental reports were submitted by the following: (see reference #1-1C)**

**Tamara Young** – Social Worker/Case Manager

**Edward Palmisano** – Psychologist

**Kameyal Alexander** – Counselor

**Geraldine Parham** - Nurse

### **PART D- BUSINESS OPERATIONS**

Mrs. Corretta Jackson, reminded members of the Board that they were in advanced receipt of her report and inquired if there were any questions.

Board member Coleman, asked questions regarding time, dates and schedule for uses of district facilities. Mrs. Jackson, then asked for favorable approval of report as follows:

**FOR YOUR AUTHORIZATION**

**A. ACCOUNTS PAYABLE**

Authorization is requested to pay Accounts Payable bills for October 5, 2010 in the amount of **\$285,737.51**.

**B. PAYROLL SUMMARY**

The following is the payroll summary for the month of September 2010 as detailed below:

September 10, 2010	\$201,189.49
September 24, 2010	<u>\$198,313.75</u>
<b>Sub Total</b>	<b>\$399,503.24</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: October 5, 2010 - November 9, 2010  
Time: 12:00 p.m.-3:00 p.m./7:00 p.m.-8:00 p.m.  
Place: Tidye A. Phillips  
Contact: Steve & Vanessa McGhee  
Glory Be To God Ministry  
Purpose: Religious Purposes  
Cost: **\$75.00-Sunday/\$25.00-Friday**
- B.** Date: October 5, 2010-November 9, 2010  
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

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Purpose: Religious Purposes

Cost: **\$75.00-Sunday/\$25.00-Thursday**

**C.** Date: November 27, 2010

Time: 2:00 p.m.-10:00 p.m.

Place: Cottage Grove Auditorium

Contact: Yolanda Johnson

Purpose: Talent Show

Cost: **\$425.00**

Request for fees to be waived

(Reference #1)

**D.** Date: January 8, 2011

Time: 1:00 p.m.-8:00 p.m.

Place: Tidye A. Phillips

Contact: Yolanda Johnson

Purpose: Birthday Celebration

(Family Gathering)

Cost: **\$375.00**

Request for fees to be waived

(Reference #2)

**D. PETTY CASH**

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

Federal & State	\$132.91
District Office	\$ 21.69
Medgar Evers	\$160.44
Cottage Grove	<u>\$115.25</u>
<b>Total</b>	<b>\$430.29</b>

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Roll Call: Ayes: Coleman, Cook, Jones, Patterson, Sherman, Viverette  
Nays: None  
Absent: Griffin  
Abstain: None  
6 ayes, 0 nays, 1 absent, 0 abstain- voice vote motion carried.

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

Motioned/ Sherman: Seconded/Viverette - to adjourn meeting - voice vote motion carried.



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James Coleman, Board President



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Ester Viverette, Board Secretary