

FORD HEIGHTS SCHOOL DISTRICT 169
MINUTES OF BOARD OF EDUCATION/PUBLIC BUDGET HEARING HELD
TUESDAY, OCTOBER 9, 2012

The meeting was called to order by presiding officer, Mr. Joe Sherman - 4:37 p.m.

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

Upon roll call the following members were present:

Present: Coleman, Cook, Griffin, Mitchell, Thompson, Sherman,
Viverette
Absent: None
Also, Present: Dr. Gregory Jackson, Superintendent
Mrs. Joyce McEwen, Assistant Superintendent
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:

QUESTIONS FROM PUBLIC (3 Minutes)

Mark Franklin stood to speak on behalf of the use of Cottage Grove facility for the purposes of having Small Fry practices. Mr. Franklin spoke to his passion for the Small Fry organization, and cited several reasons why he thought Small Fry is a viable organization, and why he believes that the District should be interested in helping to support this venture.

Mr. Franklin stated several times that he was able to “financially” take care of needs of this organization, but would request that the District contribute to this cause.

Mr. Franklin addressed concerns of surrounding areas, as having “trust” issues of personnel previously involved with this organization, and alluded to there was an unwillingness to cooperate with personnel from Ford Heights, as far as getting involved and/or investing in this venture.

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Board member Griffin, inquired if Mr. Franklin could get more details regarding the "trust" issue and report back to the Board of Education.

AGENDA

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

Roll Call: Ayes: Coleman, Cook, Griffin, Mitchell, Patterson-Thompson,
Sherman, Viverette
Nays: None
Absent: None
Abstain: None
7 ayes, 0 nays, 0 absent, 0 abstain, 0 present - motion carried.

MINUTES

Motioned/Viverette; Seconded/Coleman - to approve the minutes of *September 11, 2012 (Regular)*.

Roll Call: Ayes: Coleman, Cook, Griffin, Mitchell, Patterson-Thompson,
Sherman, Viverette
Nays: None
Absent: None
Abstain: None
7 ayes, 0 nays, 0 absent, 0 abstain, 0 present - motion carried.

CORRESPONDENCE

A little thoughtfulness can be the greatest blessing of all. From the family of **Rev. Eric & Jennifer Roberts and Family**.

To thank you out of the abundance of a giving heart. Thinking of you and wanting you to know you're appreciated for all you are and all you do. **The Rush, Bady, Carter, Family**.

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Mrs. Lera Cook, read a thank you for your kind thoughts and flowers, from **Carletta Jones**.

At this juncture, Board member Coleman, verbally expressed his sincere gratitude and appreciation for all that was done on behalf of his grandmother.

PART A - REPORT OF THE SUPERINTENDENT

Superintendent Jackson reminded members of the Board that they were in advanced receipt of his report, and stated that he would entertain any questions. There were none. Superintendent Jackson then asked for favorable approval of his report as follows:

Motioned/Viverette; Seconded/Thompson - to approve the report of the Superintendent as follows:

I. FOR YOUR AUTHORIZATION

A. PERSONNEL

1. LETTERS OF RESIGNATION

- a. ***Ms. Cassandra Everett***, Tutor, Cottage Grove Upper Grade Center, has submitted a letter of resignation, effective September 28, 2012. ***(See reference #1)***
- b. ***Ms. Kinisha Griffin***, Parent Center Secretary has submitted a letter of resignation, effective Monday, September 24, 2012. ***(See reference #2)***

2. **PERFECT ATTENDANCE FOR 2011-2012**

The following personnel have achieved perfect attendance for the **2011-2012** school year, and to this end, the Administration is recommending that these individuals receive the monetary award of **\$100.00**, given to employees who achieved this distinction. Those personnel are:

Carletta Jones *Tamara Young*
Geraldine Parham *Shannon Zenos*

3. **APPOINTMENTS - 2012-2013 SCHOOL YEAR**

a. **Lead Teacher - Cottage Grove Upper Grade Center**

Ms. Nancy Herschberger, Lead Teacher-Mathematics, Cottage Grove Upper Grade Center for 2012-2013 school year.

b. **Substitute Teachers and Tutors - 2012-2013 School Year**

(1) *Ms. Gloria Anderson*, as Substitute Teacher-Tutor Medgar Evers School.

(2) *Mrs. Barbara Carpenter*, as Substitute Teacher Tutor Cottage Grove Upper Grade Center.

B. **APPROVE TITLE I CONSULTANT SERVICES - 2012-2013 SCHOOL YEAR**

Authorization for continued consultation services with *Mr. Reginald Wright* for Mathematics through the use of Music (After School Band). Consultant will be paid through the Title grants.

C. APPROVAL TO SUBMIT APPLICATION FOR RECOGNITION OF SCHOOLS 2012-2013 (See reference #3)

Approval is sought to submit application for Recognition of School 2012-2013 for *Medgar Evers Primary Elementary School* and *Cottage Grove Upper Grade Center School*.

D. ESTIMATED AGGREGATE TAX LEVY FOR 2012 (See reference #4)

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

Once 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 2012 Calendar Year levy estimate is 3,923.00. Please keep in mind that this estimate is subject to change as more information becomes available.

E. RESOLUTION DESIGNATING PERSONS TO ACCEPT ELECTION PETITIONS FOR THE TUESDAY, APRIL 9, 2012 SCHOOL BOARD ELECTION (See reference #5)

Authorization is sought to approve the resolution designating persons to accept nominating petitions for prospective candidates and to accept public question petitions from citizens on behalf of the Secretary of the Board of Education (*the local election official for the School District*) for the Consolidated Election to be held on Tuesday, April 9, 2013. Those personnel are:

Coretta Jackson

Gloria Lymore

Vivian Carter

Carla LeVeaux *Leoria Bady*

The Board of Education hereby designates the following personnel to assist the Secretary of the Board of Education in the functions assigned to the Secretary of the Board of Education as the local election official for the Ford Heights School District No. 169 for the Consolidated Election to be held on Tuesday, April 9, 2013. Those personnel are:

Coretta Jackson *Gloria Lymore* *Vivian Carter*
Carla LeVeaux *Leoria Bady*

**F. APPROVE THE VAL-ED LEADERSHIP ASSESSMENT SERVICE CONTRACT
(See reference #6)**

Authorization is sought to approve the Val-Ed Leadership Assessment Service Contract for the 2012-2013 school year. This is an on-line survey that is to be completed by all Teachers, Principals, Assistant Principals and the Superintendent of Schools. After which time the report is compiled, the Superintendent will meet with the principals and assistant principals to discuss the results. The results are one component of the Principal and Assistant Principal’s final evaluation.

II. FOR YOUR INFORMATION

**A. MONTHLY ENROLLMENT (SEPTEMBER 28, 2012)
MEDGAR EVERS SCHOOL**

PRE-K	40	GRADE 3	49
KDG.	49	GRADE 4	48
GRADE 1	49		
GRADE 2	43	TOTAL	278

COTTAGE GROVE UPPER GRADE CENTER

GRADE 5	44	GRADE 7	45
GRADE 6	54	GRADE 8	44
		TOTAL	187

TOTAL DISTRICT	OUT OF DISTRICT	GRAND TOTAL
465	13	478

REPORT OF CONTACTS (ATTENDANCE OFFICER):

MEDGAR EVERS:

HOME VISITS TELEPHONE CONTACTS	PARENT CONFERENCES
36	15
219	

COTTAGE GROVE:

HOME VISITS TELEPHONE CONTACTS	PARENT CONFERENCES
18	6
178	

B. ADMINISTRATOR AND TEACHER SALARY AND BENEFITS - SCHOOL YEAR REPORT 2012

The Administrator and Teacher Salary and Benefits system is now open for school year 2012 data submission. Effective January 1, 2012, Sections 10-20.47 and 34-18.38 of the School Code (105ILCS 5/10-20.47 and 5/34-18.38) were amended to require school districts to (1) report administrator and teacher salary and benefits to the Illinois State Board of Education (ISBE) by October 1, 2012.

Please note the District is in compliance.

PART B - CURRICULUM AND STAFF DEVELOPMENT

Mrs. Joyce McEwen expressed to members that they were in advance receipt of her report and asked for acceptance as follows:

I. FOR YOUR INFORMATION

A. PROFESSIONAL DEVELOPMENT

Professional development that is well thought out, extended throughout a period of time and is closely monitored is the most successful, and lends itself to high quality results and support to students. This year teachers are transitioning from Illinois State Standards to the Common Core Standards in order to be ready for the implementation of these standards by the Illinois State Board of Education.

1. COMMON CORE TRAINING - ON OCTOBER 3, 2012:

- a. Dr. Elaine Roberts, the consultant from the Common Core Institute, worked with the instructional staff in recognizing and matching quality assessments to instruction. She had teachers to look at the various samples of instructional objectives and types of assessments. Teachers were to discuss and determine if the assessment actually assessed the objective or if there was a better assessment. Administrators will be reinforcing the training through team meeting and classroom observations. The Grade Levels involved were grades three through Eighth.

- b. Dr. Lisa Chang, the Math Consultant, focused on Grades Pre-kindergarten through Second and Primary Special Education. She worked with the instructional staff at this level because this is where the most change will be made within the new Common Core Standards in Math. These grade levels are the foundation levels from which all other learning is built upon. Dr. Chang reviewed the fact that the

Common Core Standards will narrow the areas to be covered in Math but that the Standards will require that students have a deeper understanding of what is being taught. She reviewed the facts that performance tasks will mirror the real world, will require children to use models and computers, make decisions and think mathematically rather than function by rote. To assist teachers and paraprofessionals in providing instruction that meets the requirements of the Common Core Standards, they discussed how often assessments had to be made, the types of assessments-- Student-constructed responses (students must produce response because the answers are not given) and Performance tasks which will be primarily given at the Kindergarten through second grades. She provided websites where teachers could obtain additional information.

B. PROJECT BASED LEARNING (A PART OF COMMON CORE)

Project Based Learning is an instructional strategy that gives opportunity to work with real world situations and student interest. It covers Reading/ Language Arts, Math, Science, Social

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studies and Art. Teachers work collaborate together to provide structure and support to the students' project. Students work in small groups based on their interest in a student selected topic. Topics are usually chosen by the students, however, a scoring rubric is developed by the teachers which includes each of the subject areas. Teachers are the facilitators while the students are the producers, learners and providers of an end produce.

This year, the students at the Cottage Grove School are working on how the results of the 2012 Presidential Election will impact their lives. They will be studying the system that is used to elect a president. They will learn in all subject areas about recognizing systems, that there are more than two political parties in America, what are Blue States and Red States, how these states effect elections, what are some of the issues that are supported or rejected by each party, how Presidential elections are funded, how to ask questions, determine what the Presidential candidate supports, make a presentation, how to write a letter, and how people support their candidate. They will be developing projects by grade level to present to another grade level.

There is to be an election of members for the Students council, and a mock presidential election at the Cottage the Cottage Grove School.

Medgar Evers will, also, have a mock election for president of the Fourth Grade. State representatives and other political speakers will come in to talk to students about the election and about their background in terms of education and experiences.

C. NO CHILD LEFT BEHIND (NCLB) PRIVATE SCHOOL

No Child Left Behind requires when a private school houses students from your district, you must consult and collaborate with the private school, to ascertain if they are interested in having services. These services may be provided by the District, or by a contractor who is independent of the private school and any religious organization. Title I services or benefits must be secular, neutral, and non-ideological.

To determine the amount of funding to be provided for the private school services, the district must obtain from the private school the number of low income families. These families must be living within the boundaries of the district, and are to be identified by grade level and income level of the parent(s). These funds are to provide equitable services to that of the public school students.

In order to provide eligible services, and identify students eligible for these services, the district must have multiple educationally related objective criteria for selecting children to participate in the Title I program. Under certain circumstances, certain students may be identified as eligible, solely by virtue of their status (ex. homelessness). The criteria for grades Pre-K – 2 selections are solely based on criteria such as a teacher judgment , interview with parents and developmentally appropriate measures.

For all other grade levels, the private school must provide educationally related criteria to assist the district in identifying at risk private school students. These identifiers are:

Achievement tests, end of level/end of chapter tests, or criterion tests, teacher referrals and recommendations based on educationally related criteria objectives, and grades. **Low income is not a criteria for services.**

We have one (1) private school – Higher Heights Christian Academy of Fine Arts. This school has submitted a letter of interest and twenty-two (22) students with addresses within the district.

We are in the process of determining who is eligible, based on free and reduced lunches, in order to determine funding for the school. We are waiting for test results and grades, in order to determine students who are eligible for services.

Desired services recommended by the private school are as follows: Transportation to district schools for tutorials, tutorials, participation in professional development along with our teachers, software and equipment to provide instruction to students, and participation in district parental involvement activities.

D. MONTHLY BUILDING REPORTS

**MARILYN BARNES
NICOLE CONWAY FASON
STEPHANIE STEPHEN
CELESTINE BURREL**

**PRINCIPAL MEDGAR EVERS P.A.C.
HOME SCHOOL COORDINATOR
PRINCIPAL COTTAGE GOVE U.G.C.
ATTENDANCE OFFICER**

PART C - PUPIL PERSONNEL SERVICES & SPECIAL EDUCATION

Mrs. Tamara Young informed members that they were in advanced receipt of her report, then asked for favorable acceptance as follows:

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. The staff was reminded about the purpose and the procedures of the Problem Solving Team meetings and system. The teachers were introduced to the Tier III behavior plan form. During the PST meeting students were discussed from the previous school year that had behaviors and or academic concerns. RTI interventions have started at all tiers. The new addition to the PPS staff, Mrs. Fanesta Hitchcock has been acclimated to her roles and responsibilities as the School Psychologist, RTI Coordinator.

B. CASE MANAGER/SOCIAL WORK SERVICES

The social worker provided information at Open House for our families on community resources, wrap-around services and Comcast specials. Dial 4 screenings were administered over a three day period to assess the development of our prekindergarten and kindergarten students.

C. HEALTH SERVICES

Plans are in progress for the forthcoming Health Fair and Career Day for Cottage Grove Upper Grade Center. A committee of Teachers and Pupil Personnel Service staff met on September 10, 2012 to begin the early phase of the Health/Career Day. The format, theme and potential presenters have been discussed. On August 31, 2012, instructions and demonstration on how to use an epinephrine auto injector (epipen) was given during a 504 plan meeting with the Building principals and Eighth grade team. The Main office staff and the Pupil Personnel Service was also given the instruction and demonstration on the use of the (epipen). The Health Coordinator attended the first PTO meeting of the year, held on September 13, 2012. She introduced herself to the parents and gave them information on physicals and immunization requirements. All pre-kindergarten, kindergarten, sixth grade students and new students must be medically compliant by October 15, 2012. Monthly Automated External Defibrillator (AED) check was conducted on September, 2012 in the District Office, Cottage Grove School, Medgar Evers Pac, and Tiyde A. Phillips.

D. Counseling Program

Ms. Wright attended both PBIS celebrations for Medgar and Cottage. Ms. Wright has been consulting with the PBIS coach/behavior specialist from SPEED to discuss her role as the PBIS external coach. Ms. Wright will be discussing the district testing procedures for fiscal year 2012/2013 with Mrs. McEwen and Mrs. Bady. Mrs. Wright met with the members of the National

Junior Honor Society to discuss service projects, fundraising ideas and donation opportunities. Ms. Wright has prepared her counseling curriculum throughout the district that aligns with the standards of the American School Counselor Association (“ASCA”). The topics she will cover throughout the year are: “Respect”, “Knowing Your Feelings”, “Listening Carefully”, “Setting a Goal”, “Staying out of Trouble”, “Peer Pressure” and “Following Instructions.” Ms. Wright has also connected with LINK unlimited in regards to scholarships and mentoring that is provided and available to students who would like to attend private, parochial or independent high schools in the Chicago land area.

E. Staff Development

Mrs. Young attended the in-house staff development on Common Core Language Arts Standards.

Mrs. Young attended the Administrator’s Academy on the “The Special Education Dirty Dozen: The Top 12 Legal Mistakes That School Districts Make.”

The Illinois Alliance of Administrators of Special Education Fourteenth Annual Fall Conference also provided workshops on “Vision Without Action is Merely a Dream” and a panel of attorneys discuss current legal issues in Special Education

F. Kindergarten and Pre-Kindergarten Screening

On September 19 and 21 a Kindergarten and Pre-Kindergarten screening was conducted at Medgar Evers Primary Academic Center to capture the children who was not screened at last year’s Child Find.

- G. Monthly Reports**-Departmental reports were submitted by the following:

Millicent Griffin-Social Worker/Case Manager
Fenesta Hitchcock-Psychologist
Latasha Wright-Counselor
Geraldine Parham-Health Coordinator

PART D - BUSINESS AFFAIRS

Mrs. Coretta Jackson reminded members of the Board they were in advanced receipt of her report, then inquired if there were any questions. There were none, whereupon Mrs. Jackson asked for approval of her report as follows:

Motioned/Mitchell; Seconded/Griffin - to approve Part D - Business Operations Report.

FOR YOUR AUTHORIZATION

A. ACCOUNTS PAYABLE

Authorization is requested to pay Accounts Payable bills for October 2012 in the amount of **\$276,896.65**.

B. PAYROLL SUMMARY

The following is the payroll summary for the month of September 2012 as detailed below:

September 7, 2012	\$208,755.04
September 21, 2012	<u>\$218,357.11</u>
Grand Totals	\$427,112.15

C. BUILDING RENTAL

Authorization is requested for the use of the following facilities:

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- A. Date: October 9, 2012 - November 6, 2012
 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 9, 2012 - November 6, 2012
 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**
- C. Date: Saturday, October 20, 2012
 Time: 12:00 p.m.-3:00 p.m.
 Place: Tidye A. Phillips Gym
 Contact: Shawn Aldridge
 Purpose: Fellowship(Open Gym)
 Cost: **\$175.00 - Gym**
 \$75.00 - Custodian
 Reference #1
- D. Date: Saturday, December 1, 2012
 Time: 5:00 p.m.-9:00 p.m.
 Place: Cottage Grove Auditorium
 Contact: Natasha Freeman
 Purpose: Appolo Show
 Cost: **\$250.00 - Auditorium**
 \$125.00 - Custodian
 Reference #2

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D. PETTY CASH

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

Building & Grounds	\$ 9.16
District Office	\$ 83.90
Cottage Grove	\$197.98
Medgar Evers	<u>\$200.00</u>
Total	\$629.45

E. IMPREST FUND

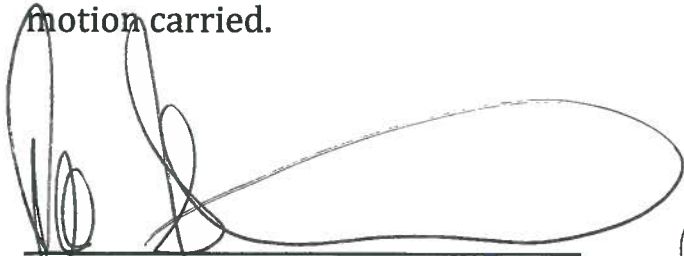
Authorization is requested to replenish Imprest Fund in the amount of \$4,375.00.

Reference #3

Roll Call: Ayes: Coleman, Cook, Griffin, Mitchell, Patterson-Thompson, Sherman, Viverette
Nays: None
Absent: None
Abstain: None
7 ayes, 0 nays, 0 absent, 0 abstain, 0 present - motion carried.

ADJOURNMENT- 4:47 p.m.

Motioned/Thompson; Seconded/Viverette - to adjourn meeting - voice vote motion carried.



Joe Sherman, Board President



Lera Cook, Board Secretary