

FORD HEIGHTS SCHOOL DISTRICT 169
MINUTES OF BOARD MEETING HELD
TUESDAY, OCTOBER 8, 2019

The meeting was called to order by presiding officer President LaWrence –
5:06 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
Mrs. Latricia Walker, Assistant Principal Medgar Evers PAC
Ms. Chantel Jones, Assistant Principal Cottage Grove UGC

Legal Counsel:

QUESTIONS/COMMENTS FROM PUBLIC (2 Minutes)

BOARD PRESIDENT greeted those in attendance, then inquired if there were any questions and/or comments.

MR. DEJUAN KEA: Addressed members regarding the hotbed of issues going on in Springfield at this time. **MR. KEA** expressed that several items will more than likely take a backseat, as there were some very serious things happening in Springfield at this time. There is a discussion of a Casino possibly in the South Suburban Area, there are some legal ramifications possible for some individuals etc.

MR. KEA ended by stating that efforts were still in the works to try and find alternative funding for the District, hopefully with the assistance of various State Representatives and possible grants.

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Board President asked a few questions before calling for a motion to approve agenda.

AGENDA

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

Roll Call: Ayes: Cook, LaWrence, Mitchell, Sherman, Viverette
Nays: None
Absent: Coleman, Hayslett
5 ayes, 0 nays, 2 absent, 0 abstain, 0 present – motion carried.

MINUTES

Board President called for a motion to approve the minutes.

Motioned/Mitchell; Seconded/Cook - to approve the minutes of **September 10, 2019 PUBLIC HEARING BUDGET & Regular**

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

Thank you from **JACQUELINE RUSH FAMILY**

PART A - REPORT OF THE SUPERINTENDENT

SUPERINTENDENT JACKSON reminded members of the Board that they were in advanced receipt of his report. **SUPERINTENDENT JACKSON** briefly addressed items in his report, as well as, informed members by law it was his responsibility to inform members of the estimate of Tax Levy, and proceeded to expound.

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

I. FOR YOUR AUTHORIZATION

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

1. AFTER SCHOOL TUTORIALS

Authorization is being sought to hire the following personnel for After School Tutorials beginning on **Tuesday, October 1, 2019** and ending on **Tuesday, December 10, 2019**.

COTTAGE GROVE UPPER GRADE CENTER

DIANE RICHARDSON -7TH GRADE LA (replacing Thomas Daniel)

MEDGAR EVERS PRIMARY ACADEMIC CENTER

MRS. LATRICIA WALKER – Coordinator

RACHAEL RANSOM – Secretary (replacing Nikia Williams)

BRINDA FARR - Paraprofessional

2. LETTER OF RESIGNATION

Accept Letter of Resignation from **THOMAS DANIEL**, Teacher - Cottage Grove Upper Grade Center, effective Thursday, September 26, 2019.

3. APPOINTMENT

Authorization is sought to appoint **CARLA PRATHER** as Substitute Teacher, Cottage Grove Upper Grade Center for the 2019-2020 School Year (replacing Thomas Daniel)

B. ESTIMATED AGGREGATE TAX LEVY FOR 2019 (See reference #1)

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 has been reproduced for your information from the 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 estimates the dollar amount of the aggregate levy for the current year, exclusive of election costs. The recommended 2019 Calendar Year levy estimate is **\$4,778,200**.

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

II. FOR YOUR INFORMATION

A. MONTHLY ENROLLMENT (As of October 2, 2019)

MEDGAR EVERS SCHOOL

Pre-K	60	Kdg	47
Grade 1	46	Grade 2	42
Grade 3	43	Grade 4	46
		Total	284

COTTAGE GROVE UPPER GRADE CENTER

Grade 5	41	Grade 6	35
Grade 7	39	Grade 8	39
		Total	154

Total District	Out of District	Grand Total
438	11	449

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Report of Contacts (Attendance Officers):

Medgar Evers:

Home Visits	Telephone Contacts	Parent Conferences
26	319	8

Cottage Grove:

Home Visits	Telephone Contacts	Parent Conferences
0	181	0

PART B - ASSISTANT SUPERINTENDENT OF BUSINESS ADMINISTRATION & OPERATIONS

MRS. CORETTA JACKSON expressed to members that they were in advanced receipt of her report, then informed members there was an **ADDENDUM REPORT** addressing Accounts Payable section of her report. MRS. JACKSON expounded on **ADDENDUM**, then inquired if there were any questions. **THERE WERE NONE.** MRS. JACKSON then asked for favorable approval of report as submitted:

Motioned/Cook; Seconded/Mitchell - to approve **PART B - ASSISTANT SUPERINTENDENT OF BUSINESS ADMINISTRATION & OPERATIONS** as submitted, **inclusive of ADDENDUM REPORT.**

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 October 8, 2019 in the amount of **\$434,009.99.**

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B. PAYROLL SUMMARY

The following is the payroll summary for the month of September 2019 as detailed below:

September 13, 2019	\$183,086.19
September 27, 2019	<u>\$189,639.38</u>
Total	\$372,725.57

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 8, 2019 – November 5, 2019
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, October 19, 2019
Time: 12:00 p.m. – 4:00 p.m.
Place: Tidye A. Phillips
Contact: Jeanine L. Moss
Kabila Inc.
Purpose: Career Fair
Cost: **\$175.00-Gym/1\$25.00-Custodian
(Reference #1)**

D. PETTY CASH

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

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District Office	\$ 80.65
Federal & State	\$ 86.50
Medgar Evers	\$199.30
Cottage Grove	<u>\$137.58</u>
Total	\$504.03

E. IMPREST FUND

Authorization is requested to replenish Imprest Fund in the amount of **\$68.00.**

ADDENDUM REPORT

I. FOR YOUR AUTHORIZATION

A. ACCOUNTS PAYABLE

Authorization is requested to pay Accounts Payable bills for October 8, 2019 in the amount of **\$434,059.99.**

PART C – CURRICULUM AND INSTRUCTION

MRS. MARILYN BARNES reminded members that they were in advanced receipt of her report. She then inquired if there were any questions. **THERE WERE NONE.** **MRS. BARNES** then asked for acceptance of Curriculum & Instruction report as submitted:

I. FOR YOUR INFORMATION

A. AFTER SCHOOL TUTORIALS

After School Tutorials began on Tuesday, October 1, 2019 for students. At Medgar Evers Primary Academic Center there were **75** students present, which is **85%** of the students who were **projected to attend.** At Cottage Grove Upper Grade Center there was **86** students who were present, which is **73%** of students who

were projected to attend. We will continue to keep our attendance at an acceptable rate. I would like to say **KUDOS** to the parents, teachers, students, and the administrative staff for all of their efforts thus far.

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

B. TEACHER EVALUATIONS

Pre/Post Conferences and the evaluation process have begun. Both Building Principals and the Assistant Principals are conferencing and completing classroom observations with teachers who are in rotation to be evaluated for the 2019 - 2020 school year. Classroom observations include the implementation of expectations defined in the Ford Heights School District 169 Student Achievement Plan. This plan outlines the sequence of steps that must be taken, as well as, the activities performed to achieve student success. There are three (3) main elements: **specific tasks**, **time horizon**, and **monitoring provision**. During grade level and team meetings, the plan is discussed and monitored by Principals. When necessary, teachers are required to provide evidence of implementation or completion.

C. PARENTS MONTHLY MEETINGS

The Family Workshop Series have started and will be held each month at Medgar Evers Primary Academic Center in room 218 at 11:00 a.m. until 1:00 p.m. The first meeting was held on Friday, September 6, 2019. The meeting was well attended by **7** parents, and the topic for the meeting was ***“Positive Parenting Routines.”*** Parents and family members viewed a PowerPoint and short video clips that gave them tips and encouragement on how they can parent in positive ways, and build relationships with their child. Parents play an important role in their child’s success, and these

monthly meetings are opportunities to give them tools and support on how they can work with schools as a partner.

At the end of last school year (2018-2019), parents were surveyed to ascertain the topics they wanted to learn more about in working with their child at home to support the school efforts, and their child's success in school. As a result of the survey, the topics were chosen for the 2019-2020 Parent Workshop Series.

The next Parent Meeting will be on Friday, October 4, 2019. The topic will be "Building Routines."

D. DISTRICT-WIDE EVACUATION DRILLS

The District has held four (4) mandatory emergency drills thus far for the 2019 - 2020 school year. The emergency drills that have been held are as follows:

- **Emergency Evacuation Drill** – August 21, 2019
- **Bus Evacuation** – September 6, 2019
- **Fire Drill** – September 20, 2019
- **Tornado Drill** – September 27, 2019

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

Building reports were submitted by the following personnel:

Monique Johnson, Principal of Medgar Evers P.A.C.
Sharon Rivers, Principal of Cottage Grove U.G.C.
Celestine Burrel, District Wide Attendance Officer

F. UPCOMING DATES

OCTOBER 4, 2019

There will be a Parent Meeting at Medgar Evers Primary Academic Center at 11:00 a.m. All parents are welcome to attend!

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OCTOBER 14, 2019

There will be no school in observance Columbus Day

OCTOBER 15, 2019

Students will be dismissed at 12:00 noon. Teachers and Paraprofessionals will have professional development from 12:45 p.m. until 2:45 p.m.

OCTOBER 18, 2019

Both schools will conduct Classroom Spelling Bees at first through eighth grade. Winners will advance to the School Wide Spelling Bee at each respective school that will be held on Friday, December 6, 2019.

OCTOBER 21, 2019 – OCTOBER 25, 2019

Students at Medgar Evers Primary Academic Center will have hearing and vision screenings.

OCTOBER 25, 2019

1st Quarter Ends

OCTOBER 28, 2019 – OCTOBER 31, 2019

Students will participate in activities for **Red Ribbon Week** at both schools

NOVEMBER 1, 2019

Parents will come and meet with their child(ren) teacher to discuss what he/she has been learning the first ten (10) weeks of school. Parents will receive their child(ren) report card on that day, as well.


BOARD PRESIDENT called on **PRINCIPAL JOHNSON**, and **ASSISTANT PRINCIPAL JONES** in absence of Principal Rivers, to give a status update on the activities/happenings in their respective buildings

BOARD PRESIDENT called for a motion to adjourn.

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ADJOURNMENT: 5:27 p.m.

Motioned/Sherman; Seconded/Mitchell - to adjourn meeting



Mr. Samuel J. LaWrence, III,
Board President



Mrs. Ester Viverette, Secretary