

**FORD HEIGHTS SCHOOL DISTRICT 169 MINUTES OF BOARD MEETING HELD
TUESDAY, SEPTEMBER 11, 2018**

**PUBLIC HEARING FOR THE FORD HEIGHTS SCHOOL DISTRICT
BOARD OF EDUCATION 169 FISCAL YEAR BUDGET
BEGINNING JULY 1, 2018 - ENDING JUNE 30, 2019**

The meeting was called to order by presiding officer Mrs. Lera Cook – **5:03 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 FROM PUBLIC (2 Minutes)

BOARD PRESIDENT MITCHELL greeted and thanked all in attendance, then informed those in attendance that this meeting was a **PUBLIC HEARING FOR THE FORD HEIGHTS SCHOOL DISTRICT BOARD OF EDUCATION 169 FISCAL YEAR BUDGET BEGINNING JULY 1, 2018 - ENDING JUNE 30, 2019.**

SUPERINTENDENT JACKSON asked **MRS. CORETTA JACKSON**, Assistant Superintendent of Business Administration & Operations to address the Budget, as well as, the Superintendent's Addendum Report and why it was needed.

MRS. JACKSON expresses that there was a refinement of the budget due to expenditures, and negotiations still in progress, as well as, teacher negotiations coming up soon.

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BOARD PRESIDENT MITCHELL then opened the floor to questions and/or comments regarding the Budget. **THERE WERE NO QUESTIONS.**

At this juncture, **BOARD PRESIDENT MITCHELL**, called for a motion to close **PUBLIC HEARING FOR THE FORD HEIGHTS SCHOOL DISTRICT BOARD OF EDUCATION 169 FISCAL YEAR BUDGET BEGINNING JULY 1, 2018 - ENDING JUNE 30, 2019.**

Motioned/Cook; Seconded/Viverette - to close **PUBLIC HEARING.**

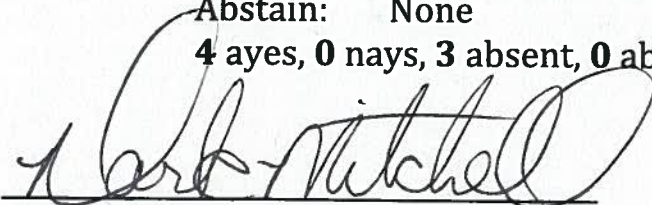
Roll Call: Ayes: Cook, LaWrence, Mitchell, Viverette
Nays: None
Absent: Coleman, Hayslett, Sherman
Abstain: None
4 ayes, 0 nays, 3 absent, 0 abstain, 0 present - motion carried.

ADJOURNMENT: 5:08

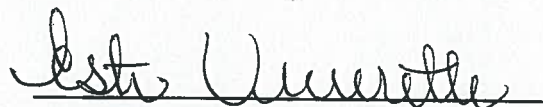
BOARD PRESIDENT then called for a motion to adjourn **PUBLIC HEARING.**

Motioned/Viverette; Seconded/Cook - to end Public Hearing.

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



Mark Mitchell, Board President



Ester Viverette, Secretary

**FORD HEIGHTS SCHOOL DISTRICT 169
MINUTES OF BOARD MEETING HELD
TUESDAY, SEPTEMBER 11, 2018**

The meeting was called to order by presiding officer Mr. Mark Mitchell – **5:09 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)

Board President greeted and thanked all in attendance, then inquired if there were any comments from the audience. **THERE WERE NONE.**

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

AGENDA

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

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

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MINUTES

Motioned/Cook; Seconded/LaWrence - to approve the minutes of **August 7, 2018.**

Roll Call: Ayes: Cook, LaWrence, Mitchell, Viverette
 Nays: None
 Absent: Coleman, Hayslett, Sherman
 Abstain: None
 4 ayes, 0 nays, 3 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** informed members that there was **ADDENDUM REPORT**, and briefly addressed item. **SUPERINTENDENT JACKSON** then inquired if there were any questions. There were none. **SUPERINTENDENT JACKSON** then recommended favorable approval of his report **inclusive** of **ADDENDUM REPORT** as submitted.

SUPERINTENDENT JACKSON stated to members that he wanted to forego the Annual Financial Report until next month's report, as all parts had not yet been received due to a slight error with Township.

SUPERINTENDENT JACKSON informed members of the Board that the District had received Recognition of a top rating of **3.7** out of a **4.0** from the Illinois State Board of Education in terms of our Financial Profile. Superintendent Jackson then gave Kudos to **MRS. CORETTA JACKSON** for a job well done!

Board President then called for a motion to approve Report of the Superintendent **inclusive** of **ADDENDUM REPORT**.

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Motioned/LaWrence; Seconded/Cook – to approve **PART A – REPORT OF THE SUPERINTENDENT, inclusive of ADDENDUM REPORT** as submitted:

Roll Call: Ayes: Cook, LaWrence, Mitchell, Viverette
 Nays: None
 Absent: Coleman, Hayslett, Sherman
 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. FMLA

Approve **Family Medical Leave Act** request by **Ms. NIKIA WILLIAMS**, consistent with Ford Heights School District 169's FMLA Policy 5.185.

2. AFTER SCHOOL TUTORIALS

Authorization is being sought to hire the following personnel for **After School** Tutorials beginning on **Tuesday, September 25, 2018** and ending on **Tuesday, December 4, 2018**.

MEDGAR EVERS:

KINDERGARTEN

KRISTY KEMPER

FIRST GRADE

VERLETTA FALCONER

**SECOND GRADE
SHANNON ZENOS**

**THIRD GRADE
CARLETTA JONES**

**FOURTH GRADE
GWENDOLYN BURREL**

**CLERK
RACHAEL RANSOM**

**ADMINISTRATOR
MONIQUE JOHNSON**

**COORDINATOR
MARILYN BARNES**

**STEAM
SUSAN TUTOROW**

COTTAGE GROVE:

**FIFTH GRADE
CYNTHIA PURDY - MATH
DIANE SERGEANT - LA**

**MEDIA CENTER
ANGELA COLEMAN**

**SIXTH GRADE
SHIRLEY HACKNEY - MATH
TROY JUNIEL - LA**

**CLERK
ROBIN NORRIS**

**SEVENTH GRADE
JONI KOCOL - MATH
PATRICE LANDFAIR - LA**

**ADMINISTRATOR
CHANTEL JONES**

**EIGHT GRADE
DIANE RICHARDSON - MATH
JASON KINNAMAN - LA**

**COORDINATOR
SHARON RIVERS**

3. EMPLOYEES WITH PERFECT ATTENDANCE FOR FY 2017-2018

The following employees have attained Perfect Attendance for FY 2017-2018: Each will receive a monetary award of **\$100.00**.

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CUNIGAN, LARRY	COTTAGE GROVE
JACKSON, CORETTA	DISTRICT OFFICE
JACKSON, ROBERT	COTTAGE GROVE
JONES, CHANTEL	COTTAGE GROVE
RIVERS, SHARON	COTTAGE GROVE
SERGEANT, DIANE	COTTAGE GROVE
SHERMAN, JESSIE	COTTAGE GROVE
VIVERETTE, DAMAUS	COTTAGE GROVE

- B. APPROVAL OF BUDGET FOR FISCAL YEAR BEGINNING JULY 1, 2018 AND ENDING JUNE 30, 2019 (See Reference #1)**
- C. APPROVAL OF FISCAL YEAR 2018-2019 BUDGET RESOLUTIONS**
- 1. Chief Fiscal Officer's Estimate of Revenues Anticipated to be received by Ford Heights School District 169, Cook County Illinois for Fiscal Year beginning **July 1, 2018** and ending **June 30, 2019**. (See Reference #2)**
 - 2. Certification of Resolution and Minutes of the Meeting of the Board held on the **eleven** day of September 2018, insofar as same relates to the adoption of a Resolution entitled: Resolution **Adopting the Budget of Ford Heights School District 169**, Cook County, Illinois for Fiscal Year **2018-2019**. (See Reference #3)**
 - 3. Resolution Adopting the Budget of Ford Heights School District 169, Cook County, Illinois, for the **Fiscal Year 2018-2019**. (See Reference #4)**
- D. ADMINISTRATOR AND TEACHER SALARY AND BENEFITS (ATSB) DATA SUBMITTAL TO THE ILLINOIS STATE BOARD OF EDUCATION**

III. FOR YOUR INFORMATION

A. MONTHLY ENROLLMENT (AS OF AUGUST 31, 2018)

MEDGAR EVERS SCHOOL

PRE-K	60	KDG	40
GRADE 1	48	GRADE 2	48
GRADE 3	45	GRADE 4	41
		TOTAL	282

COTTAGE GROVE UPPER GRADE CENTER

GRADE 5	40	GRADE 6	42
GRADE 7	37	GRADE 8	39
		TOTAL	158

TOTAL DISTRICT	OUT OF DISTRICT	GRAND TOTAL
441	10	450

REPORT OF CONTACTS (ATTENDANCE OFFICERS):

MEDGAR EVERS:

HOME VISITS	TELEPHONE CONTACTS	PARENT CONFERENCES
52	202	18

COTTAGE GROVE:

HOME VISITS	TELEPHONE CONTACTS	PARENT CONFERENCES
78	93	0

ADDENDUM REPORT

I. FOR YOUR AUTHORIZATION

- A. AUTHORIZATION IS SOUGHT FOR APPROVAL OF REVISED FINAL PROPOSED BUDGET FOR FISCAL YEAR BEGINNING JULY 1, 2018 AND ENDING JUNE 30, 2019 (See Reference#1)

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Due to further refinement of anticipated expenditures and revenues, we have had to revise the **FY2018-2019 FINAL PROPOSED BUDGET FOR FISCAL YEAR BEGINNING JULY 1, 2018 AND ENDING JUNE 30, 2019**, which you previously received in your Board Packets.

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

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

I. FOR YOUR AUTHORIZATION

A. ACCOUNTS PAYABLE

Authorization is requested to pay Accounts Payable bills for August 7, 2018 in the amount of **\$481,357.52.**

B. PAYROLL SUMMARY

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

August 03, 2018 \$ 79,943.07

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August 17, 2018	\$197,232.28
August 31, 2018	<u>\$175,768.04</u>
Sub Total	\$452,943.39

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: September 11, 2018 – October 9, 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 – Wednesday**

B. Date: Saturday, October 20, 2018
Time: 3:00 p.m. – 7:00 p.m.
Place: Tidye A. Phillips
Contact: Valelrie Walker
Purpose: Baby Shower
Cost: **\$125.00 - Custodian
(Reference #1)**

D. PETTY CASH

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

District Office	\$132.95
Building & Grounds	\$ 86.30
Federal & State	\$101.31
Medgar Evers	\$ 51.61
Cottage Grove	<u>\$200.00</u>
Total	\$572.17

E. IMPREST FUND

Authorization is requested to replenish Imprest Fund in the amount of **\$9,968.01**.

PART C - CURRICULUM AND INSTRUCTION

MRS. MARILYN BARNES reminded members of the Board that they were in advanced receipt of her report. However, she wanted members of the Board to know that the District's Pre-School For All Program was audited and the Program received the highest rating of GOLD for the first time. Mrs. Barnes then thanked the two (2) Pre-K Teachers and the two Paraprofessionals, Brinda Farr and Genesis Carter. She also gave a shout out to the Building Administrators as well.

Mrs. Barnes also addressed the Million Father's March that was held and stated that there was a generous turnout of Fathers, Uncles, Granddad's etc. Stated that continental refreshments were available at both schools, and a token of appreciation given to men for their participation.

Superintendent Jackson stated to members of the Board that he would welcome their attendance if possible, to greet and help pass out token gift to participants of Million Father's March.

Mrs. Barnes informed members of the STEAM Kick-off to be held at Cottage Grove, and expressed that Ms. Tutorow of Medgar Evers PAC would be doing Early Engineering through LEGOS.

Superintendent Jackson invited members of the Board who could attend to please come and support the Kick-off Event.

Mrs. Barnes 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. AFTER SCHOOL TUTORIALS

We are in the process of planning for After School Tutorials. We have distributed the applications to teachers and have administered the Northwest Evaluation Association (NWEA) Measures of Academic Progress (MAP) to kindergarten through eighth grade students in an effort to identify students who will attend in grades kindergarten through third. Math and Reading Scores from the 2018 Spring Partnership for Assessment of Readiness for College and Careers (PARCC) will be used to identify students in grades fourth through eighth.

During After School Tutorials, teachers will extend the regular school day to ensure our students are provided with additional support in areas (Reading and/or Math) where more assistance is needed.

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

B. PRE-SCHOOL FOR ALL STATE RATING *(See reference #1)*

In January of 2018 the Illinois State Board of Education audited the Pre-School For All (PFA) Program at Medgar Evers. This is the District's Early Childhood Program that services three to five-year-old students. Every three years, the State audits programs who receive funds. In 2015, the District received the highest rating of GOLD for the first time. I pleased to announce that we have received the GOLD status again from the State. Congratulations to the two PFA teachers, Daryl Allen and Swiyyah Butler, and the two paraprofessionals, Brinda Farr and Genesis Carter. Kudos also goes out to the Building Administrators, Monique Johnson and Chantel Jones for their hard

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work. The District also had two consultants who assisted with the effort, Stephanie Stephen and Sharifa Townsend.

The PFA Program has grown this year. There are now three classrooms that has twenty students (60 total) enrolled in each. We have two new staff members, Kisha Floyd (teacher) and Teresa Selders (paraprofessional). We are so excited about the new editions to the program, as this gives us an opportunity to service more students and to prepare them for kindergarten.

The next audit for the PFA Program will be in 2020.

C. TECH TREP STEAM PROGRAM (See reference #2)

We have identified students who will participate in the Tech Trep Science, Technology, Engineering, Art, and Math Program (STEAM). We will have third and fourth grade students at Medgar Evers who will learn more about Lego Early Engineering. The students will attend the After School Tutorial Program three days a week for ten weeks. Ms. Susan Tutorow will work with the students for three hours each session. The students will apply an investigative and exploratory approach to help understand the operation of simple and compound machines in everyday life, through the use of gears, wheels and axles, levers, and pulleys.

At Cottage Grove, students in grades fifth through eighth will work during their Media Center Class to explore STEAM related activities. Some of the areas that students will learn more about are: Programming Foundations, Web Design, Financial Literacy, and 3D Printing. Troy Juniel will facilitate the instruction to students.

Our STEAM student kick-off will be on Wednesday, September 19, 2018 at 9:00 a.m. at Cottage Grove in the Auditorium. Students will be provided an opportunity to come and learn more about Tech Trep and the STEAM activities that will be provided. Third and fourth grade

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students from Medgar Evers will be transported to Cottage Grove for the presentation.

D. PARENT MONTHLY MEETINGS (See reference #3)

The District again this school year will host monthly Parent Meetings. We are partnering with SPEED 802 School District to support us with this endeavor. The Parent Meetings were very successful on last school year, providing parents support with their child(ren). The dates of the Parent Meetings for the 2018-2019 school year are as follows:

Friday, September 14, 2018
Friday, October 12, 2018
Friday, November 16, 2018
Friday, December 14, 2018
Friday, January 11, 2019
Friday, February 15, 2019
Friday, March 15, 2019
Friday, April 12, 2019
Friday, May 10, 2019

All Parent Meetings are held at Medgar Evers in room 218 at 11:00 a.m.

E. MILLION FATHER MARCH

On Thursday, September 13, 2018 Ford Heights School District 169 will have the annual Million Father March. All male parents, guardians, uncles, grandfathers, cousins, big brothers, are invited to join us with escorting our children to school on that day. The event is led by the Black Star Project, and is a way of men showing their commitment to their child/family member education.

This is also a way we can recognize our men in the community for the support they provide to our students and School District 169.

F. MONTHLY BUILDING REPORTS (See references #4-6)

Building reports were submitted by the following personnel:

Ms. Monique Johnson, Principal of Medgar Evers P.A.C.

Dr. Sharon Rivers, Principal of Cottage Grove U.G.C.

Ms. Celestine Burrel, Attendance Officer

G. UPCOMING DATES

SEPTEMBER 3, 2018

The District will be closed in observance of Labor Day.

SEPTEMBER 4-7, 2018

Students in grades kindergarten through second will be administered the Phonics Assessment at Medgar Evers Primary Academic Center. This assessment gives teachers a sense of mastery of the Foundational Skills, which are necessary to be successful with decoding words and becoming good readers.

SEPTEMBER 13, 2018

Districtwide 2018 Million Father March will be held at both schools. All fathers and father figures will walk their child(ren) to school in support of their education.

SEPTEMBER 14, 2018

There will be a Parent Meeting at 11:00 a.m. at Medgar Evers. The topic for the meeting is: ***Communication with your School***. All parents are invited and welcome to come. Light refreshments and raffle prizes will be provided.

SEPTEMBER 18, 2018

Students will have an Early Dismissal. All Faculty and Staff will meet at Cottage Grove Upper Grade Center for Professional Development to

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continue the work that was started during the Institute Days on Building Trauma Sensitive Schools. The focus will be on Self Care for staff.

SEPTEMBER 21, 2018

Both schools will mail home Progress Reports to parents to inform them of their child(ren) progress during the first five (5) weeks of school. Parents are also able to access the Parent Portal through PowerSchool to see their child(ren) grades in real time 24 hours a day.

SEPTEMBER 25, 2018

Students will begin After School Tutorials in grades kindergarten through eighth. After School Tutorials will last ten (10) weeks. Students will attend on Mondays, Tuesdays, and Thursdays for two (2) hours (2:30 p.m. until 4:30 p.m.).

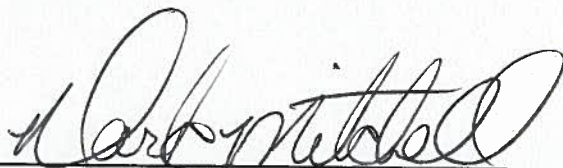
BOARD PRESIDENT MITCHELL called on Principal Rivers and Principal Johnson to give a status update on the activities/happenings in their respective buildings.

Principal spoke to the Cottage Grove Panther Band being invited to participate in the Classics at Solider Fields. She stated that the Band would be putting on an exhibition to

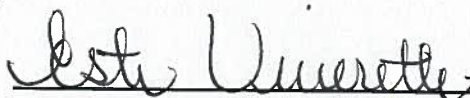
BOARD PRESIDENT MITCHELL called for a motion to adjourn.

ADJOURNMENT: 5:34 p.m.

Motioned/LaWrence; Seconded/Cook - to adjourn meeting



Mr. Mark Mitchell, President



Mrs. Ester Viverette, Secretary