

**FORD HEIGHTS SCHOOL DISTRICT 169
MINUTES OF BOARD MEETING HELD
TUESDAY, SEPTEMBER 6, 2016**

The meeting was called to order by presiding officer Mrs. Lera Cook – **5:05 p.m.**

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

Upon roll call the following members were present:

Present: Coleman, Cook, Hayslett, LaWrence, Mitchell, Viverette
Absent: Sherman
Also Present: Dr. Gregory T. Jackson, Superintendent
Mrs. Coretta Jackson, Assistant Superintendent of Business Administration & Operations
Mrs. Marilyn Barnes, Director of Curriculum & Instruction
Mrs. Stephanie Stephen, Director of Federal/State Programs
Dr. Tamara Young, Director of Pupil Personnel Services
Ms. Monique Johnson, Principal Medgar Evers PAC
Dr. Sharon Rivers, Principal, Cottage Grove U.G.C.

Legal Counsel: **None**

QUESTIONS FROM PUBLIC (2 Minutes)

Board President Cook greeted and thanked all in attendance, then inquired if there were any comments from the audience.

AGENDA

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

Roll Call: Ayes: Coleman, Cook, Hayslett, LaWrence, Mitchell, Viverette
Nays: None
Absent: Sherman
Abstain: None
6 ayes, 0 nays, 1 absent, 0 abstain, 0 present – motion carried.

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MINUTES

Motioned/Coleman; Seconded/Mitchell - to approve the minutes of **August 9, 2016**

Roll Call: Ayes: Coleman, Cook, Hayslett, LaWrence, Mitchell, Viverette
 Nays: None
 Absent: Sherman
 Abstain: None
 6 ayes, 0 nays, 1 absent, 0 abstain, 0 present – motion carried.

CORRESPONDENCE

ATTORNEY JOHN IZZO

PART A - REPORT OF THE SUPERINTENDENT

SUPERINTENDENT JACKSON reminded members of the Board that they were in advanced receipt of his report. He then informed members that he would entertain any questions at this time. **THERE WERE NONE.** **SUPERINTENDENT JACKSON** then recommended favorable approval of his report as submitted

Motioned/Viverette; Seconded/Mitchell - to approve **PART A - REPORT OF THE SUPERINTENDENT**

Roll Call: Ayes: Coleman, Cook, Hayslett, LaWrence, Mitchell, Viverette
 Nays: None
 Absent: Sherman
 Abstain: None
 6 ayes, 0 nays, 1 absent, 0 abstain, 0 present – motion carried.

I. FOR YOUR AUTHORIZATION

A. PERSONNEL *(Pending receipt of all personnel required documents)*

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1. APPOINTMENT

- a. Authorization is sought to appoint **Valerie Hutson** as Substitute Teacher, for the **2016-2017 School Year**.

2. RESIGNATIONS

- a. Accept resignation of **Ms. Michelle Koler**, 5th Grade ELA

Teacher, Cottage Grove Upper Grade Center, effective immediately.

- b. Accept resignation of **Ms. Elida Rodriguez**, Paraprofessional, Cottage Grove Upper Grade Center, effective **September 16, 2016**.

3. AFTER SCHOOL TUTORIALS

Authorization is being sought to hire the following staff for After School Tutorials beginning **Tuesday, September 27, 2016** and ending **Tuesday, December 6, 2016**.

MEDGAR EVERS TEACHERS & SUBSTITUTE TEACHER:

V. Falconer	C. Jones	J. Roberts
S. Tutorow	S. Zenos	S. Sears (Sub)

MEDGAR EVERS PARAPROFESSIONAL & CLERK:

R. Ransom	N. Williams
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MEDGAR EVERS PRINCIPAL & BUILDING COORDINATOR

M. Johnson	J. Wade
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COTTAGE GROVE:

FIFTH GRADE

K. O'Connor
E. Rodriguez

**LA/READING
MATHEMATICS**

MEDIA CENTER

T. Juniel

SIXTH GRADE

S. Kirk
C. Purdy

**LA/READING
MATHEMATICS**

SUBSTITUTE TEACHER

C. Nelson

SEVENTH GRADE

L. Walker
A. Hayslett

**LA/READING
MATHEMATICS**

CLERK

R. Norris

EIGHTH GRADE

J. Kinnaman
D. Richardson

**LA/READING
MATH**

BUILDING COORDINATOR

C. Jones

PRINCIPAL

S. Rivers

**B. APPROVAL OF BUDGET FOR FISCAL YEAR BEGINNING JULY 1, 2016
AND ENDING JUNE 30, 2017 (See reference #1-#4)**

C. APPROVAL OF RESOLUTIONS

- 1. Chief Fiscal Officer's Estimate of Revenues Anticipated to be received by Ford Heights School District 169, Cook County, Illinois for the Fiscal Year Beginning July 1, 2016 and ending June 30, 2017 (Reference #2)**
- 2. Certification of Resolution and Minutes of the Meeting of the Board held on the **sixth** day of **September 2016**, insofar as same relates to the adoption of a Resolution entitled: Resolution Adopting the Budget of Ford**

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Heights School District 169, Cook County, Illinois for
Fiscal Year **2016-2017** (*Reference #3*)

3. Resolution Adopting the Budget of Ford Heights School District 169, Cook County, Illinois, for the **Fiscal Year 2016-2017** (*Reference #4*)

D. APPROVE REVISIONS TO STUDENT EXPULSION PROCEDURES POLICY 7.210, STUDENT SUSPENSION PROCEDURES POLICY 7.200, AND STUDENT DISCIPLINE PROCEDURES POLICY 7.190
(*See reference #5*)

Authorization is sought to approve Revisions made to aforementioned policies in accordance with Senate Bill 100 law.

E. AUTHORIZATION TO SUBMIT APPLICATION FOR RECOGNITION OF SCHOOLS 2016-2017 (*Reference #6*)

Based on a review by the Illinois State Board of Education (ISBE) and recommendations from the applicable regional superintendent of schools, each public school district and school in Illinois is given an annual recognition status. Such status is a general indication of the extent to which the district and/or school complies with provisions of the Illinois School Code and its implementing regulations.

II. FOR YOUR INFORMATION

A. MONTHLY ENROLLMENT (AS OF SEPTEMBER 1, 2016)
MEDGAR EVERS SCHOOL

PRE-K	40	KDG	46
GRADE 1	40	GRADE 2	40

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GRADE 3	40	GRADE 4	45
		TOTAL	251

COTTAGE GROVE UPPER GRADE CENTER

GRADE 5	38	GRADE 6	39
GRADE 7	35	GRADE 8	45
		TOTAL	157

TOTAL DISTRICT	OUT OF DISTRICT	GRAND TOTAL
408	14	422

REPORT OF CONTACTS (ATTENDANCE OFFICERS)

MEDGAR EVERS:

HOME VISITS	TELEPHONE CONTACTS	PARENT CONFERENCES
1	140	5

COTTAGE GROVE:

HOME VISITS	TELEPHONE CONTACTS	PARENT CONFERENCES
62	77	0

PART B - ASSISTANT SUPERINTENDENT OF BUSINESS ADMINISTRATION & OPERATIONS

MRS. CORETTA JACKSON informed members that they were in advanced receipt of her report, then inquired if there were any questions. **THERE WERE NONE.** She then asked for approval of her report as submitted:

Motioned/Coleman; Seconded/Mitchell - to approve **PART B - ASSISTANT SUPERINTENDENT OF BUSINESS ADMINISTRATION & OPERATIONS** as submitted:

Roll Call: Ayes: Coleman, Cook, Hayslett, LaWrence, Mitchell, Viverette
Nays: None

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Absent: Sherman

Abstain: None

6 ayes, 0 nays, 1 absent, 0 abstain, 0 present – motion carried.

I. FOR YOUR AUTHORIZATION

A. ACCOUNTS PAYABLE

Authorization is requested to pay Accounts Payable bills for September 8, 2016 in the amount of **\$376,929.46**.

B. PAYROLL SUMMARY

The following is the payroll summary for the month of August 2016 as detailed below:

August 5, 2016	\$102,480.35
August 19, 2016	<u>\$205,933.46</u>
Grand Totals	\$308,413.81

C. BUILDING RENTAL

Authorization is requested for the use of the following facilities:

A. Date: September 6, 2015 - October 4, 2016
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**

D. PETTY CASH

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

Building & Grounds	\$ 20.00
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District Office	\$ 48.54
Federal and State	\$141.49
Cottage Grove	\$200.00
Medgar Evers	<u>\$148.95</u>
Total	\$558.98

E. IMPREST FUND

Authorization is requested to replenish Imprest Fund in the amount of \$5,390.00.

PART C - CURRICULUM AND INSTRUCTION

MRS. MARILYN BARNES reminded members of the Board that they were in advanced receipt of her report. **MRS. BARNES** then 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 are administering the Northwest Evaluation Association (NWEA) Measures of Academic Progress (MAP) to kindergarten through eighth grade students in an effort to identify students who should attend After School Tutorial for grades kindergarten through third. Math and Reading Scores from the 2016 Spring Partnership for Assessment of Readiness for College and Careers (PARCC) will be used as well to identify students who should attend After School Tutorials for fourth through eighth grades.

During After School Tutorials, teachers will extend the regular school day to ensure our students are provided with additional

support in the areas of (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. INSTITUTE DAY(S) SUMMATION

Institute Days for all was a three-day event. It consisted of a wealth of information. Staff was informed of the expectations for the 2016-2017 school year. As on last year, we are continuing to teach our students the basics: Reading, Math, Writing, Oral Communication, Keyboarding, and Team Building.

Teachers received Math Awards for Outstanding Performance in the area of Mathematics, Recognition of staff District-Wide for years of service, Sexual Harassment Training, McKinney Vento Homeless Training, Pest Management Training, and trainings that was specific to each respective department. On the final day, staff participated in team building at Lucky Strike Chicago.

This year Institute Days proved to be enjoyable for all.

C. ASSESSMENTS

Students in grades pre-kindergarten through eighth are being administered various assessments during this time. Data collected from each assessment is extremely important because it will inform teachers of where their students are and will assist them with their efforts as they plan instruction and begin to set up instructional groups in the classroom. Teachers will also be able to recommend students in kindergarten through eighth grades for After School Tutorials to ensure students have every opportunity to receive additional support. Finally, such summative assessments will give teachers information where students started, and as the year goes

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on, the teacher will be able to see if students are making growth when they are assessed during the Winter and Spring Assessments.

D. 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.

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

Ms. Celestine Burrel, Attendance Officer

E. UPCOMING DATES

SEPTEMBER 1 - 2, 2016

Teachers will be finishing the final assessments for students in grades pre-kindergarten through eighth.

SEPTEMBER 5, 2016

Schools will be closed in observance of Labor Day.

SEPTEMBER 6-9, 2016

Student 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 20, 2016

Students will be dismissed early for instructional staff to receive professional development in the area of Literacy.

SEPTEMBER 23, 2016

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

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PowerSchool to see their child(ren) grades in real time 24 hours a day.

SEPTEMBER 27, 2016

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.).

PART D - FEDERAL STATE PROGRAMS

MRS. STEPHANIE STEPHEN informed members that they were in advanced receipt of her report, then inquired if there were any questions. **THERE WERE NONE.** She then asked for acceptance of her report as submitted:

I. FOR YOUR INFORMATION

A. EARLY CHILDHOOD - PRE-KINDERGARTEN PROGRAM

I am pleased to report that our Pre-Kindergarten Program is up and running smoothly. The district has two (2) classrooms for the 2016-2017 school year, with 40 students enrolled. Please note that a third class waiting list has been established, and we have 18 students on that list.

The classroom teachers and paraprofessionals for the 2016-2017 school year are:

Ms. Darryl Allen - Mrs. Nicole Fason and Ms. Toni Anderson
Mrs. Swiyyah Butler - Mrs. Brinda Farr

Pre-Kindergarten teachers have been provided professional development by our consultant Dr. Shariffa Townsend.

This school year will be an exciting time for our Pre-Kindergartners.

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Field experiences will be taken monthly and parents will be able to participate. Teachers have planned engaging lessons through play, and teachers are assessing students to know where they are. The assessment tools that teachers are using are Teaching Strategies Gold and Brigance. Both assessments are recognized by the State.

As always, you are welcomed to visit the Pre-Kindergarten program.

B. EARLY CHILDHOOD - PRESCHOOL EXPANSION GRANT

Please take note that 2016-2017 Early Childhood Pre-School Expansion Grant has been completed and filed with the Illinois State Board of Education. The grant is a competitive grant and if the District receives the grant, it will allow for opening an additional Pre-School classroom. The District will receive notification of our status regarding receiving the grant by October 1, 2017.

C. BIRTH TO THREE YEARS OLD PROGRAM

Ford Heights School District 169 will again partner with SPEED SEJA, District 802 to start our Birth to Three Years Old Program. The program will be held at Medgar Evers Primary Academic Center starting Monday, September 12, 2016 and will be held once a week Monday's and Friday's.

The Birth to Three-Year Old Program is for the parent and child. The parent and child will be informed and educated about interacting with each other and preparing both for the educational environment beyond three years old. Children's greatest resource is their family. Children are best served within the context of family. Young children's needs are closely tied to the needs of their family. Both must be met to adequately serve the child. The nurturing, love, and commitment of a family cannot be replaced by any array of services. The best way to support children and meet their needs is to support and build upon the individual strengths of their family.

D. PARENTS MONTHLY MEETINGS

The district again this school year will host monthly Parent Meetings. We plan again to partner with SPEED 802 school district to support us in this endeavor. The Parent Meetings were very successful and provided support for our parents. The dates of the Parent Meetings for the 2016-2017 school year are as follows:

Friday, September 9, 2016
Friday, October 14, 2016
Friday, November 18, 2016
Friday, December 16, 2016
Friday, January 20, 2017
Friday, February 17, 2017
Friday, March 17, 2017
Wednesday, April 28, 2017
Tuesday, May 12, 2017

E. MILLION FATHER MARCH

On Tuesday, September 15, Ford Heights School District 169 will join the nation with participating in the Million Father March. All male parents, guardians, uncles, grandfathers, cousins, big brothers, will be invited to join us with escorting our children to school that day. The event is led by the Black Star Project, and is a way of men showing their commitment to their child's 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.

PART E - PUPIL PERSONNEL SERVICES AND SPECIAL EDUCATION

DR. TAMARA YOUNG reminded members of the Board that they were in advanced receipt of her report. Dr. Young inquired if there were any questions. **THERE WERE NONE.** **DR. YOUNG** then asked for acceptance of her report as submitted:

I. FOR YOUR INFORMATION

A. PROBLEM SOLVING

The Pupil Personnel Department (PPS) set up dates to meet with teachers and administrators at Cottage Grove and Medger Evers to give them information on students who are in the special education program to go over testing modifications and 504 plans. During this meeting, the teachers were given their students' accommodations and modifications for classroom assessments, assignments, district assessments, and state assessments.

The district-wide student advocate began to meet with the students who are on the watch list in an effort to give them the support they will need to be successful at Cottage Grove Upper Grade Center. He has placed them into check in check out. He has also identified students who will participate in group sessions.

B. STAFF INSTITUTE

The PPS team actively participated in state mandated workshops during the teacher institute days. Dates and times were scheduled for all meetings in this fiscal year: IEP, reevaluations, committee meetings for Career Health Fair, and National Junior Honor Society. Planning was implemented for Peace Circle, watch list schedule and individual and group counseling services. The action plan for the year was reviewed and programs for career builder was reviewed and scheduled. There was also a review of Easy IEP.

All of the PPS staff members participated in the team building exercises at Lucky Strike.

C. HEALTH SERVICES

Health services were provided to students at Medgar Evers Primary

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Academic Center and Cottage Grove Upper Grade Center. Mrs. Parham managed and went over nutritional and medical information with teachers and aides who have contact with students who have specific treatment requirements. Mrs. Parham follows action plans and health plans given by physicians for student medical and nutritional requirements.

Monthly Automated External Defibrillator's (AED) maintenance was conducted in the District Office, Cottage Grove Upper Grade Center, Medgar Evers Primary Academic Center, and Tiyde A. Phillips School in the month of August.

D. DISTRICT-WIDE STUDENT ADVOCATE

The Positive Behavior Interventions and Supports (PBIS) theme for the month of September is "Integrity". The counseling lessons for the month are being aligned with the PBIS theme. 20-30 minute lessons from the counseling curriculum is being implemented. Check in and Checkout services have been implemented. Check in connect services are underway.

Career day planning has begun for both school buildings. All materials have been ordered for the event. Potential presenters have been solicited from various career fields for the event.

Planning for the National Junior Honor Society (NJHS) is taking place. Members will continue to adhere to the NJHS ideals of scholarship, leadership, service, character and citizenship. Meeting dates for the chapter have been designated. An election for the offices of President, Vice President, Secretary and Treasurer will take place in October.

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E. TRAINING

All PPS staff members participated in the McKinney Vento Training during teacher institute and Sexual Harassment Training.

F. MONTHLY REPORTS

Shawn Aldridge- District-Wide Student Advocate

Geraldine Parham- Health Coordinator

Board President then called for **DR. SHARON RIVERS**, Principal Cottage Grove Upper Grade Center and **MS. MONIQUE JOHNSON**, Principal Medgar Evers Primary Academic Center, to give reports of activities/events in their respective buildings.

Both Principals addressed how excited they were about the 2016-2017 school year. **DR. RIVERS** talked about National Junior Honor Society, Student Council, Garden Club and Girls Basketball Tryouts. She also informed those in attendance that the District would once again be hosting the 7th Grade Boys & Girls Regional's. **DR. RIVERS** also addressed and thanked the two organizations who had donated supplies (school supplies, book bags etc.) to students.

Principal **MONIQUE JOHNSON** also informed members of the generosity of donors of school supplies given to students of Medgar Evers Primary Academic Center. **MS. JOHNSON** ended by expressing to members that the school had a small token of appreciation for each of them.

SUPERINTENDENT JACKSON informed members of the Board about the upcoming Town Hall Meeting to be held at the Village Hall and expressed that Administration & the Board of Education would be present at this meeting, and suggested if members were in possession of any "spirit wear" to please wear. **DR. JACKSON** further expounded on the issue(s) to be addressed at this meeting and hoped to see everyone there.

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Board member **JAMES COLEMAN**, asked if it would be possible to look into some sort of early basketball team/training for the younger children at Medgar Evers Primary Academic Center. He thought it would be a good thing to get these young people acclimated to basketball thus increasing their basketball IQ before they reach Cottage Grove Upper Grade Center, and believes it would help to make the coaches jobs easier if they were dealing with kids who have a working knowledge of basketball and its fundamentals.

SUPERINTENDENT JACKSON, expressed that he would take the request under advisement.

ADJOURNMENT: 5:19 p.m.

Motioned/Viverette; Seconded/Hayslett - to adjourn meeting

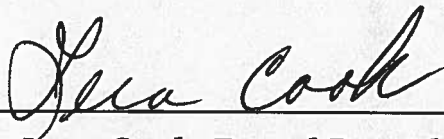
Roll Call: Ayes: Coleman, Cook, Hayslett, LaWrence, Mitchell, Viverette

Nays: None

Absent: Sherman

Abstain: None

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



Lera Cook, Board President



Victoria Haysett, Secretary