

**FORD HEIGHTS SCHOOL DISTRICT 169**  
**MINUTES OF BOARD OF EDUCATION/PUBLIC BUDGET HEARING HELD**  
**TUESDAY, SEPTEMBER 11, 2012**

The meeting was called to order by presiding officer, Mr. Joe Sherman - 5:08 p.m.

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

Upon roll call the following members were present:

Present: Coleman, Cook, Mitchell, Patterson-Thompson, Sherman, Viverette  
Absent: Griffin  
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: Attorney Raymond Hauser

**PUBLIC BUDGET HEARING:**

President Sherman called for a motion to enter into Public Hearing.

Motioned/Viverette; Seconded/Cook - to enter into Public Hearing.

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

***Board member Griffin entered at 5:11 p.m.***

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Mrs. Coretta Jackson, Coordinator of Business Affairs presented Budget for Fiscal Year Beginning July 1, 2012 and ending June 30, 2013. Mrs. Jackson inquired if there were any questions. There were none, and Board President entered a motion to end Public Hearing - 5:12 p.m.

Motioned/Cook; Seconded/Viverette - to end Public Hearing - 5:05 p.m.

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 - voice vote motion carried.

**CONVENE REGULAR MEETING - 5:13 p.m.**

**QUESTIONS FROM PUBLIC (3 Minutes)**

**NONE**

**AGENDA**

Motioned/Coleman; 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/Thompson; Seconded/Mitchell - to approve the minutes of **August 7, 2012 (Regular)**.

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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**

The Pride, Thompson and Lymore Family

**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/Griffin; Seconded/Mitchell - to approve the report of the Superintendent as follows:

**I. FOR YOUR AUTHORIZATION**

**A. APPROVAL OF BUDGET FOR FISCAL YEAR BEGINNING JULY 1, 2012 AND  
ENDING JUNE 30, 2013**

*(Reference #1)*

**B. 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, 2012 and ending June 30, 2013 *(Reference #2)*
2. Certification of Resolution and Minutes of the Meeting of the Board held on the eleventh day of September 2012, insofar as same relates to the adoption of a Resolution entitled:

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Resolution Adopting the Budget of Ford Heights School District 169, Cook County, Illinois for Fiscal Year 2012-2013  
*(Reference #3)*

3. Resolution Adopting the Budget of Ford Heights School District 169, Cook County, Illinois, for the Fiscal Year 2012-2013 *(Reference #4)*

- C. APPROVE PROFESSIONAL NEGOTIATIONS AGREEMENT BETWEEN BOARD OF EDUCATION OF FORD HEIGHTS SCHOOL DISTRICT 169 COOK COUNTY, ILLINOIS AND DISTRICT 169 EDUCATION ASSOCIATION IEA/NEA 2012-2015. *(See reference #5)*

The current Administration recommends that the Board of Education

approves the Professional Negotiations Agreement between the Board of Education Ford Heights School District 169 Cook County, Illinois and the District 169 Education Association, IEA/NEA. This agreement comes with the understanding that the new contract agreement can only be reopened to address salary and compensation matters.

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

1. AFTER SCHOOL TUTORIALS

Authorization is being sought to hire the following staff for After School Tutorials beginning Monday, October 1, 2012 and ending Thursday, December 13, 2012.

**MEDGAR EVERS:**

**COTTAGE GROVE:**

FIRST GRADE:  
*Jennifer Roberts*

FIFTH GRADE:  
*Diane Sergeant*      **READING**

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*Johnetta Gordon*

*Cynthia Purdy*      **MATHEMATICS**

SECOND GRADE:

*Shannon Zenos*  
*T.B.A.*

SIXTH GRADE:

*Alexandra LeFlore*      **READING**  
*Robert Potter*      **MATHEMATICS**

THIRD GRADE:

*Geraldine Joubert*  
*Verletta Faulkner*

SEVENTH GRADE:

*Robyn Washington*      **READING**  
*Jason Kinnaman*      **MATHEMATICS**

FOURTH GRADE:

*Ann Marie Armstrong*  
*Sandra Sears*

EIGHTH GRADE:

*T.B.A.*      **READING**  
*Angela Hayslett*      **MATHEMATICS**

PARAPROFESSIONAL:

*Izella Took*

SCIENCE:

*Leta Chesser*      **SCIENCE**

CLERK:

*Angela Hayward*

MEDIA CENTER:

*Jacqueline Rush*

DESIGN:

*Monique Johnson-Bibbs*

DESIGN:

*Chantel Jones*

COORDINATOR:

*Irma Plaxico*

COORDINATOR:

*Sharon Rivers*

CLERK:

*T.B.A.*

\*\*\* T.B.A. (TO BE ANNOUNCED)

2. APPOINTMENT (*Pending receipt of all personnel required documents*)

- a. *Fanesta Hitchcock* as Psychologist - Cottage Grove Upper Grade Center, effective September 4, 2012. **\$67,750 (Reference #6)**

Motioned: Griffin; Seconded/Mitchell - to approve the following:

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**APPROVE PROFESSIONAL NEGOTIATIONS AGREEMENT BETWEEN BOARD OF EDUCATION OF FORD HEIGHTS SCHOOL DISTRICT 169 COOK COUNTY, ILLINOIS AND DISTRICT 169 EDUCATION ASSOCIATION IEA/NEA 2012-2015. (See reference #5)**

**II. FOR YOUR INFORMATION**

**A. ELIM CHRISTIAN SERVICES (See reference #7)**

A thank you letter has been sent to the Elim Christian Services, thanking and acknowledging them for their generous contribution of school kits to the students of Ford Heights School District 169.

**B. NATIONAL ALLIANCE OF BLACK SCHOOL EDUCATORS (NABSE) (See reference #8)**

A letter of thanks, a *Certificate of Institutional Membership (plaque)* was received by Ford Heights School District 169 from the National Alliance of Black School Educators for its Institutional membership to NABSE.

**C. MONTHLY ENROLLMENT (AS OF AUGUST 31, 2012)  
MEDGAR EVERS SCHOOL**

PRE-K	40	GRADE 1	48
KDG.	46	GRADE 2	41
GRADE 3	45		
GRADE 4	48	<b>TOTAL</b>	<b>268</b>

**COTTAGE GROVE UPPER GRADE CENTER**

GRADE 5	43	GRADE 7	46
GRADE 6	54	GRADE 8	44
		<b>TOTAL</b>	<b>187</b>

<b>TOTAL DISTRICT</b>	<b>455</b>	<b>OUT OF DISTRICT</b>	<b>13</b>	<b>GRAND TOTAL</b>	<b>468</b>
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**REPORT OF CONTACTS (ATTENDANCE OFFICER):**

**MEDGAR EVERS:**

<b>HOME VISITS</b>	<b>TELEPHONE CONTACTS</b>	<b>PARENT CONFERENCES</b>
<b>68</b>	<b>141</b>	<b>0</b>

**COTTAGE GROVE:**

<b>HOME VISITS</b>	<b>TELEPHONE CONTACTS</b>	<b>PARENT CONFERENCES</b>
<b>65</b>	<b>115</b>	<b>0</b>

**D. APPLICATION FOR RECOGNITION OF SCHOOLS 2012-2013**

Application for Recognition of Schools 2012-2013 application for Medgar Evers Primary Academic Center and Cottage Grove Upper Grade Center, has not been uploaded by the State as of yet. This application will be presented in the October, 2012 Board Report, as the State has extended the deadline for submittal.

**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. INSTITUTE DAY WRAP UP**

Institute Day was held Monday, August 13, 2012 through Wednesday, August 15, 2012. Feedback from staff as well as, Administration denotes that Institute Day was a success, beginning with the gathering of all staff in the auditorium, and continuing with Breakout Sessions, which were directed towards the various groups of employees and towards their specific job titles and responsibilities. Institute Day ended with a wonderful time of fun, food, laughter and competition at the Team Building Exercises.

By all accounts, staff will be looking forward to next year's Institute Day and the surprises it will hold.

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**B. COMMON CORE TRAINING**

The District is working with the Center for Career and College Preparation, who have been engaged to help train Instructional staff on Common Core Standards, which the district will be implementing.

Common Core Standards are benchmarked standards which will emphasize creativity, collaboration, critical thinking, presentation and demonstration, problem solving, research and inquiry, and career readiness.

For several years, the winds of change have been howling in one direction, pointing educators toward greater focus on depth rather than coverage, thinking rather than memorizing or listing, and demonstrating and performing rather than "hand it in and grade it. Teachers will have to teach *differently*. Project Based Learning is what Common Core embodies, and what the district is Moving too.

Common Core Standards have been embraced by 45 other states.

**C. AFTER SCHOOL TUTORIALS**

After School Tutorials will begin Monday, October 1, 2012, and ending on Thursday, December 13, 2012. Students will be in attendance 3 days per week from 2:30 p.m. - 4:30 p.m. The number of students per classroom is a minimum of ten (10) per teacher. Notices will be sent to parents with pertinent information as it relates to After School Tutorials.

Student selection will begin after the Board of Education has approved recommended Teachers. Staff will be paid from No Child Left Behind Title I funds.

**D. NEWLY DEVELOPED COMMITTEES 2012-2013**

Administration has taken a slightly different approach in an effort to address the various activities that take place in the district. While we have had committees in the past, we have added a few new committees. Having staff sign up for various committees, will and should allow for early planning and implementation of those



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mactivities/experiences, people, speakers, materials, etc., which may be needed.

There is a Parent Committee, a Spelling Bee Committee, a Black History Committee, a Science Committee, a Cinco DeMayo Committee, just to name a few.

**E. ASSESSMENTS**

Various assessments will begin during the month of September, beginning, Tuesday the 4<sup>th</sup>. These assessments will be used to determine the progress of students periodically throughout the year and to determine instruction. Those assessments are as listed below:

**ACHIEVE 3000 - GRADES 5-8**

**DISCOVERY - GRADES 3-8**

**DEVELOPMENTAL READING ASSESSMENT (DRA) - GRADES 1-4**

**ECRA WRITING - GRADES KG-8**

**ILLINOIS SNAPSHOT EARLY LEARNING (ISEL) - KINDERGARTEN**

**F. EVACUATION DRILL**

The Districts first Evacuation Drill is scheduled to be held Friday, September 7, 2012. All arrangements have been made and put in place for this drill.

**G. FCC FORM 470 "DESCRIPTION OF SERVICES REQUESTED AND CERTIFICATION FORM"**

The District will begin the process of submitting the FCC Form 470, which is the first form that must be filed by a school or library in the E-rate application process. Its primary purpose is to briefly describe the applicant, provide a point of contact, and *indicate any new telecommunications and technology services that the applicant will be seeking*. Much of the information requested is designed to be useful to, and to be made available to, potential vendors.

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Specific discount requests will be made on a second form, FCC Form 471, which should be filed before the end of the application window period for the next funding year.

- H. MONTHLY BUILDING REPORTS (See references #1-4)**  
Building reports were submitted by the following personnel:

<b>MARILYN BARNES</b>	<b>PRINCIPAL MEDGAR EVERS P.A.C.</b>
<b>NICOLE CONWAY-FASON</b>	<b>HOME SCHOOL COORDINATOR</b>
<b>STEPHANIE STEPHEN</b>	<b>PRINCIPAL COTTAGE GROVE U.G.C.</b>
<b>CELESTINE BURREL</b>	<b>ATTENDANCE OFFICER MEDGAR EVERS PA.C.</b>

**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/RTI**

Administrators in both Medgar Evers and Cottage Grove Upper Grade Center met to discuss RTI and implementation of the interventions for the up coming fiscal school year of 2012-2013 . Medgars Evers will continue to use AIMsWeb as the scientifically based instrument to monitor progress of our students through the RTI process. Cottage Grove Upper Grade Center will change their focus from AIMsWeb and began to use Discovery and Achieve 3000 for progress monitoring.

Administrators and teachers met to go over Stop Light and last years ISAT scores to determine how the students will be placed in groupings for RTI, Tier II and Tier III.

The PPS Team reviewed the students from the problem solving file from the previous year to assess the type of strategies we will pursuit in the beginning of the school year. The Team also

reviewed the incoming 5<sup>th</sup> grade students to determine the interventions that will take place to help them become successful during their transition into the middle school environment.

**B. HEALTH SERVICES**

On August 2012, Automated External Defibrillators (AED) and AED Cabinets maintenance check was conducted in the District Office, Cottage Grove, Medgar Evers and Tidye A. Phillips School.

Ford Heights-Cottage Grove Health Center provided physicals and immunizations during registration at Tidye A. Phillips in August. Parents and students utilized the onsite clinic. 21 students received physicals from the on site Doctor during registration. Students entering the pre kindergarten and sixth grade are required to have physicals and immunizations completed by October 15, 2012.

Medgar Evers PAC and Cottage Grove Upper Grade Center Principals, Teachers and Support Staff received a list of the students pertaining to their grade level with medical problems and food allergies. The Food Service Department received a list of the students with food allergies.

**C. COUNSELING PROGRAM**

During registration the counselor presented a display board showcasing the National Junior Honor Society and Cottage Grove Upper Grade Center. The Counselor is preparing the guidance curriculum for Medgar Evers and Cottage Grove Upper Grade Center for the 2012-2013 school year.

The counselor has been researching and gather information pertaining to Student Council as we are interested in implementing a national chapter in our district.

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The counselor is working on and investigating potential opportunities for community service activities and ideas for the members of the National Junior Honor Society (NJHS) to take part in.

**D. CASE MANAGEMENT/SOCIAL WORK SERVICES**

The social worker/case manager gathered information and resources to provide for our families on display at the August registration.

In preparation for the beginning of the school year the social worker reviewed IEPs, spoke with parents regarding their concerns and scheduled intakes and transition meetings.

A parent consent form was created in preparation of obtaining permission to perform Kindergarten screening at Medgar Evers in September.

A safety plan was created for one of our students who has physical disabilities. A review of the plan and walkthrough was conducted with the one on one aide, staff members who are responsible for the safety plan and the district safety officer.

**E. STAFF DEVELOPMENT**

All members of the PPS Team participated in the Teacher institute days. The Team was able to get a better understanding of the Common Core Standards for College and Career Readiness when they participated in the professional development, presented by Mr. Thomas Childers.

**F. MONTHLY REPORTS - Departmental reports were submitted by the following (See references #1-3):**

**Millicent Griffin** - Social Worker/Case Manager  
**Latasha Wright** - Counselor

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**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/Thompson; Seconded/Griffin - to approve Part D - Business Operations Report.

**I. FOR YOUR AUTHORIZATION**

**A. ACCOUNTS PAYABLE**

Authorization is requested to pay Accounts Payable bills for September 2011 in the amount of **\$330,975.95**.

**B. PAYROLL SUMMARY**

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

August 10, 2012	\$121,563.93
August 24, 2012	<u>\$211,009.77</u>
<b>Grand Totals</b>	<b>\$332,573.70</b>

**C. BUILDING RENTAL(S)**

Authorization is requested for the use of the following facilities:

**A. Date:** September 11, 2012 - October 9, 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

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

- B.** Date: September 11, 2012 - October 9, 2012  
Time: 9:30 a.m.-11:00 a.m./7:00 p.m.-8:00 p.m.  
Place: Tidy A. Phillips  
Contact: Pastor Shawn Aldridge  
Beyond The Veil Kingdom Ministries  
Purpose: Religious Purposes  
Cost: **\$75.00-Sunday/\$25.00-Thursday**
- C.** Date: Saturday, December 15, 2012  
Time: 5:00 p.m.-9:00 p.m.  
Place: Cottage Grove (Willie Davis Auditorium)  
Contact: James Coleman  
Purpose: Talent Show  
Cost: **\$250.00 - Auditorium  
\$150.00 - Custodian  
Reference #1**
- D.** Date: Friday, October 26, 2012  
Time: 5:00 p.m.-9:00 p.m.  
Place: Cottage Grove (Willie Davis Auditorium)  
Contact: Natasha Freeman  
Purpose: Talent Show  
Cost: **\$250.00 - Auditorium  
\$150.00 - Custodian  
Reference #2**
- E.** Date: Saturday, October 6, 2012  
Time: 1:00 p.m.-7:00 p.m.  
Place: Tidy A. Phillips Gynasium  
Contact: Tracey Cole-Love/Toni Anderson  
Purpose: Birthday  
Cost: **\$175.00 - Auditorium  
\$150.00 - Custodian  
Reference #3**

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**D. PETTY CASH**

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

Buildings& Grounds	\$ 15.00
District Office	\$116.13
Cottage Grove	\$200.00
Medgar Evers	<u>\$196.00</u>
<b>Total</b>	<b>\$527.13</b>

**E. IMPREST FUND**

Authorization is requested to replenish Imprest Fund in the amount of **\$15,689.44**

**Reference #4**

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.

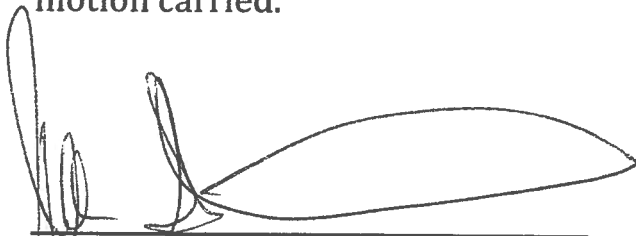
**ADJOURNMENT- 5:46 p.m.**

**President Sherman and Members of the Board, spearheaded by Board Member Johnny Griffin took the time to express their gratitude, appreciation and thanks for the outstanding job that the Superintendent of Schools, Dr. Gregory T. Jackson, has and continues to do. Members spoke to the many and varied accomplishments which have gone forth under the tenure of Dr. Jackson, Superintendent.**

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**These same members expressed a gratitude to the Administration and support staff as well, for what they believe has been impeccable work provided by these individuals.**

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



\_\_\_\_\_  
Joe Sherman, Board President



\_\_\_\_\_  
Lera Cook, Board Secretary