

**FORD HEIGHTS SCHOOL DISTRICT 169  
MINUTES OF SPECIAL BOARD MEETING HELD  
TUESDAY, DECEMBER 4, 2018**

The meeting was called to order by presiding officer Mr. Mark Mitchell - **5:03 p.m.**

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

Upon roll call the following members were present:

Present: Coleman, Cook, LaWrence, Mitchell, Sherman, Viverette  
Absent: 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  
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)**

**None**

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

5:05 p.m. Board member Hayslett walked in after motion called for.

**AGENDA**

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

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

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

**MINUTES**

Motioned/Sherman; Seconded/Cook - to approve the minutes of **November 6, 2018.**

Roll Call: Ayes: Coleman, Cook, Hayslett, LaWrence, Mitchell,  
Sherman, Viverette  
Nays: None  
Absent: None  
Abstain: None  
7 ayes, 0 nays, 0 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 JACKSON** addressed inclement Bus dates and ended his report by recommending favorable approval of his report as submitted. Then inquired if there were any questions. **THERE WERE NONE.**

Board President then called for a motion to approve Report of the Superintendent.

Motioned/Sherman; Seconded/Hayslett – to approve **PART A - REPORT OF THE SUPERINTENDENT** as submitted:

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

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Nays: None  
Absent: None  
Abstain: None  
7 ayes, 0 nays, 0 absent, 0 abstain, 0 present – motion carried.

**I. FOR YOUR AUTHORIZATION**

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

**1. SATURDAY SCHOOL STAFF**

Authorization is being sought to hire the following staff for Saturday School. Saturday School begins **SATURDAY, JANUARY 19, 2019** and ends **SATURDAY, MARCH 23, 2019**.

**MEDGAR EVERS P.A.C.:**

<b>CARLETTA JONES</b>	<b>3<sup>RD</sup> GRADE</b>
<b>SANDRA SEARS</b>	<b>3<sup>RD</sup> GRADE</b>
<b>RACHAEL RANSOM</b>	<b>4<sup>TH</sup> GRADE</b>
<b>VERLETTA FALCONER</b>	<b>4<sup>TH</sup> GRADE</b>
<b>CELESTINE BURREL</b>	<b>SECRETARY</b>
<b>MONIQUE JOHNSON</b>	<b>ADMINISTRATOR</b>
<b>MARILYN BARNES</b>	<b>DISTRICT WIDE PROFESSIONAL DEVELOPMENT COORDINATOR</b>

**COTTAGE GROVE UGC**

<b>JOSETTE EDDINGS</b>	<b>5<sup>TH</sup> GRADE</b>	<b>LANG. ARTS</b>
<b>PATRICE LANDFAIR</b>	<b>5<sup>TH</sup> GRADE</b>	<b>MATH</b>
<b>JONI KOCOL</b>	<b>6<sup>TH</sup> GRADE</b>	<b>LANG. ARTS</b>
<b>JANET MORRIS</b>	<b>6<sup>TH</sup> GRADE</b>	<b>MATH</b>
<b>SHAUNA JUNIEL</b>	<b>7<sup>TH</sup> GRADE</b>	<b>LANG. ARTS</b>
<b>TROY JUIEL</b>	<b>7<sup>TH</sup> GRADE</b>	<b>MATH</b>
<b>JASON KINNAMAN</b>	<b>8<sup>TH</sup> GRADE</b>	<b>LANG. ARTS</b>
<b>DIANE RICHARDSON</b>	<b>8<sup>TH</sup> GRADE</b>	<b>MATH</b>

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<b>TIM WILLIAMS</b>	<b>MEDIA CENTER TEACHER</b>
<b>ROBIN NORRIS</b>	<b>SECRETARY</b>
<b>CHANTEL JONES</b>	<b>COORDINATOR</b>
<b>SHARON RIVERS</b>	<b>ADMINISTRATOR</b>

**B. APPROVE ONE YEAR CONTRACT EXTENSION FOR DLM SCHOOL BUS LINES, INC.**

Authorization is sought for a motion to approve contract extension for DLM Bus Lines services for "REGULAR EDUCATION, SPECIAL EDUCATION and OUT OF DISTRICT SPECIAL EDUCATION for one additional year.

**II. FOR YOUR INFORMATION**

**A. MONTHLY ENROLLMENT (AS OF NOVEMBER 30)**

**MEDGAR EVERS SCHOOL**

<b>PRE-K</b>	<b>60</b>	<b>KDG</b>	<b>45</b>
<b>GRADE 1</b>	<b>49</b>	<b>GRADE 2</b>	<b>51</b>
<b>GRADE 3</b>	<b>50</b>	<b>GRADE 4</b>	<b>40</b>
		<b>TOTAL</b>	<b>295</b>

**COTTAGE GROVE UPPER GRADE CENTER**

<b>GRADE 5</b>	<b>41</b>	<b>GRADE 6</b>	<b>44</b>
<b>GRADE 7</b>	<b>39</b>	<b>GRADE 8</b>	<b>41</b>
		<b>TOTAL</b>	<b>165</b>

<b>TOTAL DISTRICT</b>	<b>OUT OF DISTRICT</b>	<b>GRAND TOTAL</b>
<b>460</b>	<b>11</b>	<b>471</b>

**REPORT OF CONTACTS (ATTENDANCE OFFICERS)**

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**MEDGAR EVERS:**

<b>HOME VISITS</b>	<b>TELEPHONE CONTACTS</b>	<b>PARENT CONFERENCES</b>
<b>0</b>	<b>344</b>	<b>6</b>

**COTTAGE GROVE:**

<b>HOME VISITS</b>	<b>TELEPHONE CONTACTS</b>	<b>PARENT CONFERENCES</b>
<b>0</b>	<b>129</b>	<b>0</b>

**B. INCLEMENT WEATHER BUSING**

Members of the Board, as is our usual practice during Winter's inclement weather, the District will again provide transportation to our students. I have asked **MRS. CORETTA JACKSON**, our Assistant Superintendent of Business Administration & Operations, to execute the procedure and make arrangements with **DLM School Bus Lines**. As it currently stands, the busing for the Winter schedule will begin the first week our students return from break **Monday, January 7, 2019** and carry through **Friday, March 1, 2019**.

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

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



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Absent: None  
Abstain: None  
7 ayes, 0 nays, 0 absent, 0 abstain, 0 present – motion carried.

**I. FOR YOUR AUTHORIZATION**

**A. ACCOUNTS PAYABLE**

Authorization is requested to pay Accounts Payable bills for November 6, 2018 in the amount of **\$413,419.67.**

**B. PAYROLL SUMMARY**

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

November 09, 2018	\$225,940.95
November 20, 2018	<u>\$188,090.90</u>
<b>Grand Total</b>	<b>\$414,031.85</b>

**C. BUILDING RENTAL**

Authorization is requested for the use of the following facilities:

A. Date: December 5, 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 – Thursday**

**D. PETTY CASH**

Authorization is requested to replenish a Petty Cash for the

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following:

District Office	\$152.16
Building & Grounds	\$ 9.89
Cottage Grove	\$200.00
Medgar Evers	<u>\$ 55.00</u>
<b>Total</b>	<b>\$417.05</b>

**E. IMPREST FUND**

Authorization is requested to replenish Imprest Fund in the amount of \$5,442.17.

**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 addressed **Item B** of the Superintendent's Report.

Mrs. Barnes expressed to members of the Board that the School District had received the **2<sup>nd</sup> highest rating** in the State of Illinois as it related to the **Every Student Succeeds Act (ESSA)**, which provides for the opportunity for districts and schools to build on existing strengths and to close academic achievements gaps.

**MRS. BARNES** congratulated Administration and staff of both schools on this status and thanked them for their hard work and dedication. This accolade was followed with similar accolades from members of the board as well.

**MRS. BARNES** ended her report, 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**

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**A. AFTER SCHOOL TUTORIALS**

After School Tutorials are coming to and end on Tuesday, December 4, 2018. Kudos to the Principals and District Wide Assistant Principal for keeping the attendance consistent throughout the program. Both After School Tutorials will culminate with a celebration for all of the staff and students hard work and efforts.

**B. NORTHWEST EVALUATION ASSOCIATION (NWEA) MEASURES OF ACADEMIC PROGRESS (MAP) BENCHMARKING**

Beginning on Monday, December 3, 2018 through Friday, December 14, 2018 all kindergarten through eighth grade students will be administered the NWEA MAP in reading and math. After the testing, teachers will use the data for lesson planning and to guide instruction, as well as, to place students in academic learning groups.

**C. OTHER ASSESSMENTS**

In addition to students being administered the NWEA MAP other testing will take place during the month of December for grades pre-kindergarten through eighth. The purpose of these assessments is to inform instruction, but to also measure student growth from August till December. The assessments are as follows:

**Gold Assessment:**

A test administered to pre-kindergarten students that use a variety of online tools to gather and organize meaningful data quickly, including online portfolios where children's work can be stored. Each student has a developmental profile to answer the questions, "What does this child know? What is he or she able to do?" It is determined if a child is making progress and



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compare the child's knowledge, skills, and behaviors to those of most children of his or her age or class/group.

**Brigance Early Childhood Screens:**

Administered to pre-kindergarten students to screen and provide quick, easy, and accurate screening of skills that are critical predictors of school success, including physical development, language, academic/cognitive, self-help, and social-emotional skills—all in just 10–15 minutes per child.

**Basic Reading Inventory (BRI):**

Administered to third through eighth grade students. The BRI is an individually administered Informal Reading Inventory (IRI), used to help gather information for instructional decision making in reading. The assessment allows teachers to gain insights into a student's reading behaviors and reading ability (word identification, fluency, and comprehension). The BRI gives teachers the ability to determine three reading levels for each student: independent level, instructional level, and frustration level.

**ECRA Writing Assessment:**

Administered to kindergarten through eighth grade students. This assessment measures students writing proficiency. Students are assessed on one of the three writing genres: narrative, informational, and persuasive/ augmentative.

**D. MONTHLY PARENT MEETINGS**

The monthly Parent Meeting will be held on Friday, December 14, 2018 at 11:00 a.m. Parents will be provided with refreshments and door prizes will be given out. This year, we will have an ornament exchange to provide a little Holiday fun.

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Each month our parents receive research-based programs designed to help equip them with strategies to assist with raising happy and healthy children. The theme of the workshop for December is: "Setting Boundaries and Power Struggles."

**E. 2018 SCHOOL-WIDE SPELLING BEES**

On Friday, November 30, 2018 the School-Wide Spelling Bees were held at Medgar Evers Primary Academic Center at 9:30 a.m. and Cottage Grove Upper Grade Center at 1:00 p.m. Students who placed in the School-Wide Spelling Bees will advance to the District-Wide Spelling Bee that will be held on Thursday, January 10, 2018 at 5:00 p.m. in the Dr. Willie L. Davis Auditorium.

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

Building reports were submitted by the following personnel:

**Ms. Monique Johnson, PRINCIPAL MEDGAR EVERS P.A.C.**

**Dr. Sharon Rivers, COTTAGE GROVE U.G.C.**

**Ms. Celestine Burrel, DISTRICT-WIDE ATTENDANCE OFFICER**

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

**BOARD PRESIDENT MITCHELL** called for a motion to adjourn.

**ADJOURNMENT: 5:19 p.m.**

Motioned/Hayslett; Seconded/Cook - to adjourn meeting

  
Mr. Mark Mitchell, President

  
Mrs. Ester Viverette, Secretary