

FORD HEIGHTS SCHOOL DISTRICT 169
MINUTES OF BOARD MEETING HELD
TUESDAY, JUNE 6, 2017

The meeting was called to order by presiding officer Mr. Mark Mitchell – 5:02 p.m.

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

Upon roll call the following members were present:

Present: Coleman, Mitchell, Sherman, Viverette
Absent: Cook, Hayslett, LaWrence
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/COMMENTS FROM PUBLIC (2 Minutes)

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

AGENDA

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

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

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MINUTES

Motioned/Sherman; Seconded/Mitchell - to approve the minutes of **May 9, 2017 (Regular) and (Closed Session)**

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

CORRESPONDENCE

Letter from **FULL GOSPEL BAPTIST CHURCH** and **DR. CONSTANCE SHORTER**

Board President Mitchell called for a motion to enter **CLOSED SESSION**.

BOARD MEMBER HAYSLETT ENTERED AT 5:04 P.M.

CLOSED SESSION: 5:05 P.M.

Motioned/Sherman; Seconded/Hayslett - to enter into **CLOSED SESSION**.

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

BOARD MEMBER LAWRENCE entered **CLOSED SESSION** at _____ p.m.

RECONVENE REGULAR SESSION: 5:31 p.m.

Motioned/Sherman; Seconded/Viverette - to reconvene **REGULAR SESSION**

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Nays: None
Absent: Cook
Abstain: None
5 ayes, 0 nays, 1 absent, 1 abstain, 0 present – motion carried.

I. CLOSED SESSION

- A. THE APPOINTMENT, EMPLOYMENT, AND COMPENSATION OF SPECIFIC EMPLOYEES OF THE BOARD (POSSIBLE ACTION)**

II. FOR CONSIDERATION AND APPROVAL

- A. CONSIDERATION OF EMPLOYMENT AGREEMENTS FOR CERTAIN ADMINISTRATORS**
- B. MOTION TO APPROVE RESOLUTION APPROVING 2017-2018 EMPLOYMENT CONTRACTS FOR CORETTA JACKSON, ASSISTANT SUPERINTENDENT OF BUSINESS ADMINISTRATION AND OPERATIONS, AND MARILYN BARNES, DIRECTOR OF CURRICULUM AND INSTRUCTION (SALARY REDUCTIONS)**
- C. CONSIDERATION OF AN ADJUSTMENT TO THE SALARY OF CERTAIN EDUCATIONAL SUPPORT PERSONNEL (*See reference #1*)**

VIVIAN CARTER
ROCHELLE LATIKER
ANTOINA McMICHALES
ROBIN NORRIS
LATINA WILSON

- D. MOTION TO APPROVE RESOLUTION ADJUSTING CERTAIN EDUCATIONAL SUPPORT PERSONNEL SALARIES FOR ECONOMIC REASONS (SALARY REDUCTIONS)**
- E. CONSIDERATION OF SECOND AMENDMENT TO SUPERINTENDENT'S EMPLOYMENT AGREEMENT**

- F. **MOTION TO APPROVE SECOND AMENDMENT TO SUPERINTENDENT'S EMPLOYMENT AGREEMENT (SALARY REDUCTION)**

III. **FOR YOUR AUTHORIZATION**

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

1. **APPOINTMENT**

Authorization is sought to appoint **SONYA PRINCE**, 4th Grade Teacher, Medgar Evers Primary Academic Center (replacing Jennifer Roberts) effective **2017-2018 School Year - MA+30, Step 2, \$43,442.00.**

2. **SALARY INCREASES 2017-2018 SCHOOL YEAR**

Authorization is sought to increase the salary of the following personnel by three percent (3%) for the 2017-2018 School Year:

**EXECUTIVE ASSISTANT TO THE SUPERINTENDENT
FEDERAL/STATE PROGRAMS BOOKKEEPER
ELEVEN MONTH ATTENDANCE OFFICER - Medgar Evers
Primary Academic Center**

- B. **APPROVE FISCAL YEAR (FY) ENDING JUNE 30, 2018 TENTATIVE BUDGET (*See reference #2*)**

- C. **AUTHORIZE CONSULTING AGREEMENT WITH DIVERSIFIED THERAPEUTICS' INCORPORATED (*See reference #3*)**

Authorization is sought to enter into agreement with Diversified Therapeutics Incorporated Center for Speech Therapy, to provide

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speech pathology related services for the **2017-2018** School Year. Speech Services - **\$30,000.00.**

D. AUTHORIZE PSYCHOLOGICAL CONSULTING AGREEMENT WITH DR. ANDRE HALLIBURTON

Authorization is sought to approve Dr. Andre Halliburton to provide Psychological and Consultive Services for **FY 2017-2018**, for the following service fees:

PSYCHOLOGICAL EVALUATION CASES: \$600.00 per case

CONSULTIVE SERVICES: \$20,000.00

E. AUTHORIZE CONSULTING AGREEMENT WITH DR. CONNIE BARNUM - FOR OCCUPATIONAL THERAPY SERVICES (See reference #4)

Authorization is sought to enter into agreement with Dr. Connie Barnum, to provide Occupational Therapy services for the **2017-2018** School Year. Direct Services **\$6,000.00.**

F. HEALTH, LIFE, & DENTAL INSURANCE CONTRACTS (See reference #5)

HEALTH INSURANCE: Authorization is sought to approve contract for Health Insurance with **HUMANA HEALTH PLAN, INC.** for the **2017-2018 School Year.**

Due to an increase in cost by United Health Care , the District sought alternative coverage at a better cost to the District and its employees.

DENTAL CARE: Our Dental carrier will continue to be **DELTA DENTAL.** Authorization is sought to approve contract with Delta Dental for the **2017-2018 School Year.**

LIFE INSURANCE CARRIER: MET LIFE (METROPOLITAN LIFE INSURANCE COMPANY) will be the carrier of our Life Insurance. Authorization is sought to approve contract with **MET LIFE** for the **2017-2018 School Year**.

G. PREVAILING RATE OF WAGES RESOLUTION/CERTIFICATE (See reference #6)

Authorization is sought to approve the Prevailing Rate of Wages Resolution/Certificate.

All public bodies engaged in public works are required to file with the Secretary of State a Resolution setting the prevailing rate of wages as defined in the Prevailing Wage Act (820 II 130). The Act states:

“Each public body shall, during the month of June of each calendar year, investigate and ascertain the prevailing rate of wages as defined in this Act and publicly post or keep available for inspection by an interested party in the main office of such public body its determination of such Prevailing Wage and shall promptly file a certified copy thereof in the office of the Secretary of State at Springfield: (820 ILCSS 130/9).

H. APPROVE TERMS OF LEASE AGREEMENT BETWEEN FORD HEIGHTS SCHOOL DISTRICT 169 AND SPEED 802 FOR RENTAL OF CLASSROOM SPACE (See reference #7)

Speed 802 has asked to continue a Lease Agreement with Ford Heights School District 169 for the use of two (2) classrooms which will house up to a maximum between the two (2) classrooms of 26 students, located in the **Medgar Evers Primary Academic Center** for the **2017-2018 School Year**.

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III. FOR YOUR INFORMATION

A. MONTHLY ENROLLMENT (AS OF MAY 26)

MEDGAR EVERS SCHOOL

PRE-K	40	KDG	47
GRADE 1	45	GRADE 2	48
GRADE 3	42	GRADE 4	47
		TOTAL	269

COTTAGE GROVE UPPER GRADE CENTER

GRADE 5	39	GRADE 6	40
GRADE 7	36	GRADE 8	44
		TOTAL	159

TOTAL DISTRICT	OUT OF DISTRICT	GRAND TOTAL
428	16	444

REPORT OF CONTACTS (ATTENDANCE OFFICER):

MEDGAR EVERS:

HOME VISITS	TELEPHONE CONTACTS	PARENT CONFERENCES
5	310	11

COTTAGE GROVE:

HOME VISITS	TELEPHONE CONTACTS	PARENT CONFERENCES
5	173	0

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B. OBSERVANCE OF INDEPENDENCE DAY

In the spirit of Independence Day, Fourth of July will be observed by the **DISTRICT ON MONDAY, JULY 3, AND TUESDAY, JULY 4, 2017** by all district personnel.

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.

SUPERINTENDENT JACKSON then asked **MRS. JACKSON** if she wanted to report the good news to members of the Board. **MRS. JACKSON** then expressed that the District has a tentative **balanced** budget and expressed that \$2.8 million was cut from the budget, and proceeded to list where some of those monies came from, i.e. switching our Health Insurance provider, etc.

SUPERINTENDENT JACKSON then asked if we could all give Mrs. Jackson a hand of applause for a job well done!

Board President Mitchell called for a motion to approve Part B.

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

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

Nays: None

Absent: Cook

Abstain: None

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

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PART B - BUSINESS AFFAIRS

I. FOR YOUR AUTHORIZATION

A. ACCOUNTS PAYABLE

Authorization is requested to pay Accounts Payable bills for April 5, 2017 in the amount of **\$415,486.74**

B. PAYROLL SUMMARY

The following is the payroll summary for the month of May 2017 as detailed below:

May 12, 2017	\$215,230.89
May 26, 2017	<u>\$231,855.18</u>
Total	\$447,855.18

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:	June 6, 2017 - July 12, 2017
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

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- B. Date: Saturday, June 24, 2017
 Time: 2:00 p.m. - 6:00 p.m.
 Place: Tidye A. Phillips
 Contact: Michelle Johnson
 Purpose: Child Birthday Party
 Cost: **\$150.00-Custodian/\$150.00-Building
 Rental - (Reference #1)**
- C. Date: Saturday, July 29, 2017
 Time: 3:00 p.m. - 7:00 p.m.
 Place: Tidye A. Phillips
 Contact: Justice Younger
 Purpose: Baby Shower
 Cost: **\$150.00-Custodian/\$150.00-Building
 Rental - (Reference #2)**

D. PETTY CASH

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

District Office	\$269.75
Business Office	\$202.09
Federal & State	\$ 55.12
Cottage Grove	<u>\$200.00</u>
Total	\$726.99

E. IMPREST FUND

Authorization is requested to replenish Imprest Fund in the amount of **\$7,621.32.**

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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. SUMMER ERICHMENT ACADEMY

This year there will be a three (3) week Summer Enrichment Academy at both Cottage Grove Upper Grade Center and Medgar Evers Primary Academic Center. Students in grades kindergarten through third will be housed at Medgar Evers, while students in grades fourth through seventh will attend Cottage Grove. Students will be in attendance three (3) days a week (Mondays, Tuesdays, and Wednesdays).

The program will begin on Monday, June 5, 2017 through Wednesday, June 21, 2017. Students will start classes each day at 9:00 a.m. until 12:00 noon. Students will be provided with breakfast and lunch each day.

The focus at Medgar Evers will be STEAM (Science, Technology, Engineering, Art, and Math). Students will complete projects and be exposed to materials for STEAM. There will be a culminating field experience to Brookfield Zoo, as well.

At Cottage Grove students will continue with the various clubs they participated in during the school year. The clubs that will be offered are as follows: Gardening Club, Robotics Club, Culinary Club, Chess Club, and Math Club. Students at Cottage Grove will attend two (2) field experiences, Six Flags Great America and Marcus Cinema Chicago Heights.

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We are excited about the Summer Enrichment Academy. While this will be a different type of program from previous years, teachers will work equally hard to ensure students have the best learning experiences and opportunities in such a short time. Our students will truly remember all of the learning and fun that took place during the Summer Enrichment Academy for years to come.

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

Building reports were submitted by the following personnel:

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

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

Ms. Celestine Burrel, Attendance Officer

PART D - FEDERAL STATE PROGRAMS

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

I. FOR YOUR INFORMATION

A. 2017/2018 FEDERAL AND STATE GRANTS

Preparation has started on preparing the 2017/2018 Federal and State Grants (Title I, Title II and Pre-School for all grants). All Grants will be submitted to the Illinois State Board of Education (ISBE) for approval by June 30, 2017.

B. THE SUMMER ENRICHMENT ACADEMY

Starting Monday, June 5, 2017 through Wednesday, June 21, 2017 the District will hold the Summer Enrichment Academy. All students from kindergarten through seventh grades will attend three (3) days a week

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for three (3) weeks from 9:00 a.m. until 12:30 p.m. Breakfast and Lunch will be provided for students.

The Summer Enrichment Academy will focus on various clubs at Cottage Grove; gardening, robotics, culinary, chess and math; at Medgar Evers teachers and students will focus on science, technology, engineering, art and math (STEAM).

C. MONTHLY DISTRICT WIDE FAMILY WORKSHOP SERIES

The Family Workshop series was such a success this school year. Work has begun on identifying themes for the 2017/2018 Family Workshop Series. Ford Heights School District 169 will partner again with SPEED School District 802 to help with this endeavor. Kathleen Chvosta led all the workshop series this school year. Administrators and parents were very pleased with all presentations. Many thanks are in order for Mrs. Chvosta, and all the families that were in attendance for the Family Workshop series.

D. EARLY CHILDHOOD PRE-KINDERGARTEN PROGRAM

On May 15, 2017 the Pre-Kindergarten had their farewell luncheon at Bellaboos in Indiana for all Pre-Kindergarten students. All pre-kindergarten students that will transition to kindergarten were given certificates and took pictures with their teachers. Parents or family members were in attendance. Lunch, beverages and cupcakes were provided. The outing was a great time for all.

The Early Childhood Pre-Kindergarten Program has 10 students that will be returning next year to the program. The program will have 30 available openings for the 2017-2018 school year.

The number of students transitioning from Mrs. Butler's class is 17, from Ms. Allen's class is 13, and CDI Head Start eight (8). There will be

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a total of 38 pre-kindergarten students that will be transitioning to kindergarten for the 2017/2018 school year.

PART E - PUPIL PERSONNEL SERVICES & SPECIAL EDUCATION

DR. TAMARA YOUNG reminded 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 report as submitted:

I. FOR YOUR INFORMATION

A. PROBLEM SOLVING/RTI

The Pupil Personnel Services Team conducted Problem Solving meetings with grade level and special education teachers to discuss and to offer interventions for those students needing additional supports and assistance at Cottage Grove Upper Grade Center and Medgar Evers Primary Academic Center as they are transitioning to the next grade level. A watch list was created to be proactive in providing support to the fourth grade students who will be fifth graders at the start of the year as well as other students who have issues of concern. The problem solving team will put interventions in place to assist the fifth grade students at specific grade levels that could benefit from supportive services in the areas of academic and behavior for the upcoming fiscal year.

B. CASE MANAGEMENT

Multiple evaluations and IEPs have been completed at the end of this school year. Extended School Year (ESY) preparations are being made.

C. HEALTH SERVICES

Annual state reports will be reported to the following agencies: Illinois State Board of Education vision report for Kindergarten students. Illinois State Board of Education dental report for Kindergarten, second grade, and sixth grade. Vision screenings were

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completed for specific grade levels and reported to the Illinois Department of Public Health. Hearing screenings were completed for specific grade levels and reported to the Illinois Department of Public Health. Student data was submitted either electronically, faxed or by email.

Mobile Care Chicago Dental, a school-based dental program provided follow up dental treatment on May 1, 2017. Several students received extensive dental treatment with the consent of a parent. Students in Kindergarten and grades second, and sixth are required to have an oral health examination.

Monthly Automate External Defibrillator (AED) maintenance was conducted in the District Office, Cottage Grove Upper Grade Center, Medgar Evers Primary Academic Center, and Tidye A. Philips School. New cabinet batteries were replaced as needed.

D. COUNSELING PROGRAM

The district-wide advocate implemented the Positive Behavioral Interventions and Supports (PBIS) character value with students through interventions, character values, and counseling. This month's PBIS theme is "Citizenship". The aim is for students to learn to fulfill their duties to a larger community by helping others.

The student advocate facilitated the District Leadership Team Meeting under the supervision of the PPS Director. We looked at patterns and different environments where behaviors persisted to develop interventions that will help students refrain from participating in negative behaviors.

Career Day took place at Medgar Evers Primary Academic Center on May 8, 2017. All students in PreK-4th grade participated in the event. There were a total of twelve presenters who presented for this occasion. Among the careers represented were a Crime Scene Investigator, Radio Disc Jockey, Fire Department, Personal Trainer, Pet Trainer, Sports Official, and a Restaurant Owner.

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- E. MONTHLY REPORTS** – Departmental reports were submitted by the following (*See references #1-2*)

Shawn Aldridge-District-wide Advocate

Geraldine Parham-Health Coordinator

BOARD PRESIDENT MITCHELL called on **PRINCIPAL'S RIVERS** and **JOHNSON** to give updated status's on the activities/happenings in their respective buildings. **PRINCIPAL RIVERS** spoke to the **Class of 2017 Yearbook** highlights, as well as, the token of appreciation given to members of the Board, and thanked them for their continued support. **PRINCIPAL JOHNSON:** Thanked Board members for making their **End of Year Celebration** a success. **PRINCIPAL JOHNSON** expressed that it was a cold day, but they were able to keep it moving by relocating to inside of the school, and doing something different in each classroom, with teachers honoring various students for different things, ie. most improved, etc. Principal Johnson ended by stating that a good time was held by all in attendance.

Board member Hayslett and Coleman asked questions concerning Summer School for the 2016-2017 School year.

ADJOURNMENT: 6:19

Motioned/LaWrence; Seconded/Hayslett - to adjourn meeting

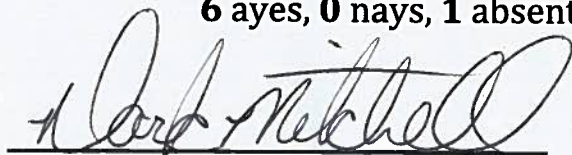
Roll Call: Ayes: Coleman, Hayslett, LaWrence, Mitchell, Sherman,
Viverette

Nays: None

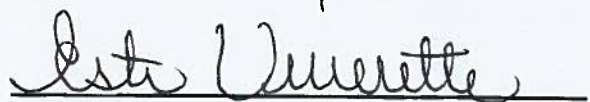
Absent: Cook

Abstain: None

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



Mr. Mark Mitchell, President



Mrs. Ester Viverette, Secretary