

**FORD HEIGHTS SCHOOL DISTRICT 169**  
**MINUTES OF BOARD MEETING HELD**  
**TUESDAY, MAY 10, 2022**

The meeting was called to order by presiding officer, President Pro Tempore - Mitchell - **at 10:01 a.m.**

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

Upon roll call the following members were present:

Present: Coleman (via phone), Cook, Gray, Mitchell, Sherman (via phone) Viverette  
Absent: LaWrence  
Also Present: Dr. Gregory T. Jackson, Superintendent of Schools  
Mrs. Coretta D. Jackson, Assistant Superintendent of Business Administration & Operations  
Dr. Sharon P. Rivers, Assistant Superintendent of Curriculum & Instruction  
Mrs. Vivian Carter, Administrative Assistant

Legal Counsel

**QUESTIONS/COMMENTS FROM PUBLIC (2 Minutes)**

None

**AGENDA**

Motioned/Cook; Seconded/Gray- to approve the agenda

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

**MINUTES**

President Pro Tempore Mitchell called for a motion to approve the minutes.

Motioned/Cook; Seconded/Viverette - to approve the minutes **OF APRIL 6, 2022**

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

**CORRESPONDENCE**

**NONE**

**DR. GREGORY T. JACKSON** reminded members of the Board that they were in advanced receipt of his report.

**SUPERINTENDENT JACKSON** briefly discussed items of his report and inquired if there were any questions. There were none.

**DR. JACKSON** then expressed that Dr. Sharon Rivers would speak to the current happenings in the schools and ended by reminding members of the upcoming graduation ceremony and gave times for arrival for photos and for dressing in regalia attire, as well as a reminder of the upcoming Retirement Celebration details of when, where and time.

**DR. JACKSON** inquired if there were any questions, then asked for favorable approval of his report as submitted.

Motioned/Cook; Seconded/Gray - to approve **PART A - REPORT OF THE SUPERINTENDENT**, as submitted:

Roll Call: Ayes: Coleman Cook, Gray, Sherman, Mitchell, Viverette  
Nays: None  
Absent: LaWrence  
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 and Illinois State Police and FBI criminal background clearance)***

1. LETTER OF INTENT TO RETIRE

- a. **IZELLA TOOKS**, Paraprofessional, Medgar Evers Primary Academic Center, has submitted a **LETTER OF INTENT TO RETIRE**, effective end of school year 2022.

2. LETTER OF RESIGNATION

- a. **NOREEN RASUL**, 6<sup>th</sup> Grade Teacher, Cottage Grove Upper Grade Center, has submitted a **LETTER OF RESIGNATION**, effective end of school year 2022.

B. AUTHORIZE CONSULTING AGREEMENT WITH DIVERSIFIED THERAPEUTICS' INCORPORATED

Authorization is sought to enter into agreement with Diversified Therapeutics Incorporated Center for Speech, to provide speech pathology related services for the **2022-2023** School Year. Speech Services **(\$38,000)**.

C. RE-AUTHORIZE LETTERS OF ENGAGEMENT FOR THE FIRMS AS LISTED BELOW THEY ARE:

1. **MATTHEW O'SHEA AND SARA KUHN, M/O CONSULTING**  
JULY 1, 2022 – JUNE 30, 2023
2. **JOHN C. CORRIGAN & ASSOCIATES**  
JULY 1, 2022- JUNE 30, 2023
3. **DEJUAN A. KEA, CSC FIRM, LLC**  
JULY 1, 2022 – JUNE 30, 2023

D. APPROVAL TO AMEND THE 2021-2022 SCHOOL CALENDAR (See reference #1)

Approval is sought to amend the **2021-2022** School Calendar to abate (remove) **four (4)** emergency days, resulting in school

closing Thursday, **May 26**. The calendar represents **180 days**, with **174 days** as student attendance days for the **2021-2022** School Year.

**II. FOR YOUR INFORMATION**

**A. MONTHLY ENROLLMENT (As of May 2, 2021)**

**MEDGAR EVERS PRIMARY ACADEMIC CENTER**

<b>PRE-K</b>	<b>60</b>	<b>KDG</b>	<b>47</b>
<b>GRADE 1</b>	<b>39</b>	<b>GRADE 2</b>	<b>54</b>
<b>GRADE 3</b>	<b>47</b>	<b>Grade 4</b>	<b>41</b>
		<b>TOTAL</b>	<b>288</b>

**COTTAGE GROVE UPPER GRADE CENTER**

<b>GRADE 5</b>	<b>42</b>	<b>GRADE 6</b>	<b>43</b>
<b>GRADE 7</b>	<b>36</b>	<b>GRADE 8</b>	<b>35</b>
		<b>TOTAL</b>	<b>156</b>

<b>TOTAL DISTRICT</b>	<b>OUT OF DISTRICT</b>	<b>GRAND TOTAL</b>
<b>444</b>	<b>15</b>	<b>459</b>

**REPORT OF CONTACTS (ATTENDANCE OFFICER)**

**MEDGAR EVERS:**

<b>HOME VISITS</b>	<b>TELEPHONE CONTACTS</b>	<b>PARENT CONFERENCES</b>
<b>5</b>	<b>642</b>	<b>9</b>

**COTTAGE GROVE:**

<b>HOME VISITS</b>	<b>TELEPHONE CONTACTS</b>	<b>PARENT CONFERENCES</b>
<b>2</b>	<b>390</b>	<b>3</b>

**PART B – ASSISTANT SUPERINTENDENT OF BUSINESS ADMINISTRATION AND OPERATIONS**

**MRS. CORETTA JACKSON** reminded members that they were in advanced receipt of

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her report, then inquired if there were any questions. **THERE WERE NONE.**

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

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

**I. FOR YOUR INFORMATION**

**A. ACCOUNTS PAYABLE**

Authorization is requested to pay Accounts Payable bills for April 6, 2022, in the amount of **\$616,102.63.**

**B. PAYROLL SUMMARY**

The following is the payroll summary for the month of March 2022 as detailed below:

April 08, 2022	\$197,656.47
April 22, 2022	<u>\$202,317.78</u>
<b>Total</b>	<b>\$399,974.25</b>

**C. PETTY CASH**

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

Superintendent's Office	\$440.26
Business Office	\$187.33
Building & Grounds	\$ 85.31
Medgar Evers	<u>\$ 80.64</u>
<b>Total</b>	<b>\$793.54</b>

**II. FOR YOUR INFORMATION**

**A. 2022-2023 FOOD SERVICE PRODUCT BIDS**

The district will advertise for Sealed Bids for the Foodservice Department, the following items that we are requesting bids for are as follows, they are: Milk, Bread, Groceries & Staples, paper goods, frozen vegetables, meat, fish and poultry. Bids will be opened on Monday, June 27, 2022, at 9:00 a.m. at the District Office.

**PART C - ASSISTANT SUPERINTENDENT OF CURRICULUM AND INSTRUCTION  
- Dr. Sharon P. Rivers**

**DR. SHARON P. RIVERS** expressed to members that they were in advanced receipt of her report and asked for acceptance as submitted. **DR. RIVERS** informed members of the events and happenings in relation to the graduation practices, grand finale activities for 8<sup>th</sup> grade students, and listed places and/or activities that students participated in such as the cruise taken and trip to Dave & Buster's.

Dr. Rivers ended by stating that a different color t-shirt would be worn each day, as designated, and then proceeded to pass out Spirit Week t-shirts in assorted colors to members of the board, for their support and participation as well.

Motioned/Cook; Seconded/Gray - to approve **PART C - ASSISTANT SUPERINTENDENT OF CURRICULUM & INSTRUCTION** as submitted.

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

**BOARD OF EDUCATION SCHOOL DISTRICT #169**  
**910 WOODLAWN AVENUE**  
**FORD HEIGHTS, ILLINOIS 60411**

**INTRA-DISTRICT MEMO**

**DATE: MAY 2, 2022**

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**TO:** DR. GREGORY T. JACKSON  
SUPERINTENDENT OF SCHOOLS

**FROM:** DR. SHARON P. RIVERS  
ASSISTANT SUPERINTENDENT OF CURRICULUM AND  
INSTRUCTION

**SUBJECT:** MAY REPORT ON CURRICULUM AND INSTRUCTION

I recommend that you approve the following items. They are as follows:

- A. Spring Concert "Sweet Spring SINGsation"
- B. Projected Enrollment and Registration for 2022-2023 School Year
- C. Preschool for All Continuous Quality Improvement Plan Approval
- D. Governors State University Internship Program
- E. Summer Enrichment Program
- F. Programs on Schedule for May 2022
- G. Monthly Building Reports

Included herewith, are summaries which address each area listed above. It should be noted that, as we continue planning for summer instruction, we are excited that many of our programs and activities are returning to a sense of normalcy as we have moving from virtual and online activities to in-person events.

**PART C-CURRICULUM AND INSTRUCTION**

**I. FOR YOUR INFORMATION**

**A. SPRING CONCERT "SWEET SPRING SINGSATION"**

"Sweet Spring SINGsation" was produced by students and staff from both Medgar Evers and Cottage Grove. For the past two (2) years, the winter and spring concerts were virtual. Once COVID-19 restrictions were relaxed, permission was granted to begin allowing families to assemble for our regular activities. Family and friends of the district showed up in record numbers. We were at capacity as we enjoyed the sweetness of the spring SINGsation!

**B. PROJECTED ENROLLMENT AND REGISTRATION FOR 2022-2023 SCHOOL YEAR**

The 2022-2023 school registration is in full swing. Once again, we are offering registration options for our parents. We have a phone bank where parents can complete the registration process by phone; we also offer a pick-up and delivery option, as well as an online option where parents can complete the paperwork online. Currently, eighty three percent of our parents have completed the registration packet for students to return next school year. We are very pleased that 366 out of 450 returning students have completed and submitted registration packets for the 2022-2023 school year. Our target number for early registration was eighty percent, and we have exceeded the goal.

**C. PRESCHOOL FOR ALL CONTINUOUS QUALITY IMPROVEMENT PLAN APPROVAL**

The Early Childhood Block Grant Preschool for All Continuous Quality Improvement Plan (CQIP) was submitted for review after receiving feedback from our monitoring visit this year. The plan has been approved by an Early Childhood Principal Consultant.

The approved plan submitted during School Year 2021-2022 must be updated annually and submitted to the Illinois State Board of Education for each year that a monitoring visit does not occur, as part of the CQIP process. As we prepare for the coming school year, our work is outlined in the plan and gives clear direction concerning the areas to be focused on for improving our prekindergarten program.

**D. GOVERNORS STATE UNIVERSITY INTERNSHIP PROGRAM**

Ford Heights School District 169 has once again partnered with Governors State University (GSU) to establish an internship program. Every semester, GSU is seeking to place over two hundred



students who will need to obtain Field Experience Observation hours. The experiences are in the following areas: Early Childhood Education, Elementary Education, Special Education and ESL classrooms. The district will host students from GSU allowing them to come into one of our schools every semester to obtain observation hours.

**E. SUMMER ENRICHMENT PROGRAM**

Beginning Monday, June 6<sup>th</sup>, students, kindergarten through seventh grade, are expected to attend summer school for three hours a day, 4 days each week, Monday through Thursday, until Thursday, June 30, 2022. English/language arts and math have been a continuing focus since returning to in-person instruction. We applaud our students for staying focused. The summer program will allow students to explore their extracurricular interests. Students will select three (3) extracurricular options from the list below:

- Ryan James – Technology Club
- Troy Juniel – Chess - Club
- Jason Kinnaman – Book Club
- Patrice Landfair – Drama Club
- Cynthia Purdy – Robotics Club
- Rachael Ransom – Creative Writing Club
- Diane Richardson – Aide for Malaki Villagomez
- Diane Sergeant – Culinary Club
- Timothy Williams – Sports Club/Cottage Grove
- Elizabeth Michalski – Music Club
- Ashira Simpson – Garden Club
- Lynette Prear – Sports Club/Medgar Evers

**F. PROGRAMS ON SCHEDULE FOR MAY 2022**

- May 5<sup>th</sup> – District Honors Celebration 9:00 a.m.
- May 6<sup>th</sup> – Progress Reports Mailed Home

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- May 9<sup>th</sup> – 13<sup>th</sup> – 8<sup>th</sup> Grade Grand Finale and Spirit Week
- May 12<sup>th</sup> Prekindergarten Transition
- May 13<sup>th</sup> – Prekindergarten Luncheon
- May 13<sup>th</sup> – Parent Meeting 11:00 a.m.
- May 16<sup>th</sup> – 20<sup>th</sup> – Medgar Evers Spirit Week
- May 18<sup>th</sup> – Cottage Grove Commencement Ceremony
- May 19<sup>th</sup> – Halfway Their Ceremony Medgar Evers

**G. 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. Frank Davis, Principal of Cottage Grove U.G.C.
- ✚ Ms. Celestine Burrell, District-wide Attendance Office

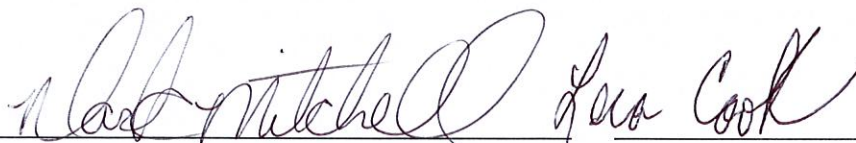
If you have any questions or require additional information, please ask. Thank you.

At this juncture, President Pro-Tempore Mitchelled called for a motion to adjourn.

**ADJOURNMENT: 10:12 a.m.**

Motioned/Cook; Seconded/Gray - to adjourn meeting.

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



Mr. Mark Mitchell, President, Pro-Tempore

Mrs. Lera Cook, Secretary