

**FORD HEIGHTS SCHOOL DISTRICT 169**  
**MINUTES OF BOARD MEETING HELD**  
**TUESDAY, JULY 11, 2023**

The meeting was called to order by presiding officer, President Jose Louis Sherman  
– at 10:24 a.m.

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

Upon roll call the following members were present:

Present:	Gray, LaWrence, Mitchell, Sherman, Viverette
Absent:	Coleman, Cook
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 Mrs. Gloria Lymore (via phone)
Legal Counsel	Mr. William Gleason

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

Mr. Torrence Scales addressed members of the Board. Mr. Scales introduced himself as a former student and graduate of Ford Heights School District 169, where he began his acting career “started right here on our stage.” Mr. Scales informed all in attendance that he is presently a comedian who specializes in voice impersonations of multiple celebrities and cartoon characters.

Mr. Scales stated he loves giving back to the community and would love giving back to the kids/students of Ford Heights, by putting on a comic event. The timeline requested was either August 19, 2023, or August 26, 2023, both of which are Saturdays. He stated that the event would last approximately 3 hours from 6:00 p.m.- 9:00 p.m.

Mr. Scales said that he would reach out to fellow comedians, to headline with him as well. He said that there would be vendors selling their wares, be it food or other items for purchase.

The benefits of having such an event according to Mr. Scales is that all proceeds go towards school supplies for students and donation to Valedictorian and Salutatorian at the end of the school year.

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Superintendent Jackson inquired of Mr. Scales what security would look like around such an event. Dr. Jackson went on to say I'm asking because some audience members may not find it so funny, if they are being singled out and made fun of, and from time-to-time comedians are known to be heckled by hecklers.

Mr. Scales responded that he would have access to law enforcement who would be willing to take on this responsibility, and the host would ask audience members before starting to please be respectful of artists on stage.

Mr. Scales ended by hoping his proposal would be acceptable, then thanked members for allowing him time to speak.

**AGENDA**

Board President called for a motion to adopt the Agenda.

Motioned/Mitchell; Seconded/Gray - to approve the Agenda

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

**MINUTES**

President Sherman called for a motion to approve the minutes of **June 6, 2023**

Motioned/Gray; Seconded/Mitchell - to approve the minutes of **June 6, 2023**

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

**CORRESPONDENCE**

**Thank you – The Carter Family**



**PART A - REPORT OF THE SUPERINTENDENT REPORT**

**SUPERINTENDENT JACKSON** reminded members that they were in advance receipt of his report. Superintendent Jackson then addressed a personnel item involving a future retirement in his report and the steps **via counsel** of District attorney Mr. William Gleason, that would need to be taken due to this being a multi-year retirement, and thus a contract stating the proper language of retirement would be needed, and then it would come before members of the Board again for approval.

Superintendent Jackson then took the time to introduce new staff who have been hired for the 2023-2024 school year, and announced who each one would be replacing.

Superintendent Jackson then asked if there were any further questions. There were none, he then asked for favorable approval of his report as submitted.

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

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

**I.     CLOSED SESSION**

- A.**     That pursuant to the Open Meetings Act Section 2(c)(1), Section 2(c)(10) and Section 2(c)(11) the Ford Heights School District 169 (FHSD 169) Board of Education goes into Closed Session to discuss the employment, compensation, and/performance of a specific employee of FHSD 169 and or matters regarding students. Any items needing approval will be voted on during open session.  
**(POSSIBLE ACTION)**

II. FOR YOUR AUTHORIZATION

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

1. LETTER OF RESIGNATION

- a. **Ms. JENNIFER PINTOY**, Teacher Medgar Evers Primary Academic Center has submitted a **LETTER OF RESIGNATION effective May 25, 2023.**

2. LETTER OF INTENT TO RETIRE

Ms. Monique Johnson, Principal Medgar Evers Primary Academic Center has submitted a Letter of Intent to Retire effective June 30, 2025, but no later than June 30, 2027. Ms. Johnson's Letter of Intent to Retire does include a recommendation from the Superintendent that Ms. Johnson is granted the customary six percent (6%) increase allotted to all previous teachers and administrators, added to her annual salary for no more than four (4) years, so long as it does not result in a penalty to the Board of Education from the Teachers Retirement System (TRS) or any retirement system she is or may have been a part of.

3. APPOINTMENTS

- a. Authorization is sought for approval to appoint **Ms. CYMANDA JAMES** as *Teacher*, Medgar Evers Primary Academic Center – **MA, Step #9**, for the **2023-2024** School Year – **\$51,138**
- b. Authorization is sought for approval to appoint **Ms. CRISTINA LOPEZ** as *Administrative Assistant*, Pupil Personnel Services for the **2023-2024** School Year – **\$38,000 (replacing Jakita Ware)**

- c. Authorization is sought for approval to appoint **Ms. LADONNA HARRIS** as Executive *Administrative Assistant* to the Superintendent for the **2023-2024** School Year - **\$70,000**

**B. AUTHORIZE CONTRACT AWARD FOR FOOD SERVICE (See reference #1)**

Authorize awarding of Food Service Contract to Clover Leaf and Wilken Foods for the **2023-2024 School Year**.

**C. CONFERENCES/WORKSHOPS**

1. **ASSOCIATION OF SCHOOL BUSINESS OFFICIALS INTERNATIONAL (ASBO) ANNUAL CONFERENCE, October 19-22, 2023**  
*National Harbor, MD*
2. **ILLINOIS ASSOCIATION OF SCHOOL ADMINISTRATORS (IASA) CONFERENCE September 27-29, 2023**  
*Springfield, IL*
3. **COUNCIL OF URBAN BOARD OF EDUCATION (CUBE) ANNUAL CONFERENCE September 14-16, 2023**  
*Chicago, IL*
4. **ILLINOIS ASSOCIATION OF SCHOOL BOARDS/ILLINOIS ASSOCIATION OF SCHOOL ADMINISTRATORS/ILLINOIS ASSOCIATION OF SCHOOL BUSINESS OFFICIALS (IASB/IASA/IASBO) JOINT ANNUAL CONFERENCE – November 17-19, 2023**  
*Chicago, IL*
5. **NATIONAL ALLIANCE OF BLACK SCHOOL EDUCATORS (NASBE) – 50<sup>TH</sup> ANNUAL CONFERENCE**  
**November 29 – December 3, 2023**  
*New Orleans, LA*



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6. **AMERICAN ASSOCIATION OF SCHOOL ADMINISTRATORS (AASA) –**  
School Superintendent’s Association  
**February 15 – 17, 2024**  
*San Diego, CA*
  
7. **NATIONAL SCHOOL BOARDS ASSOCIATION (NSBA) ANNUAL**  
**CONFERENCE**  
**April 6-8, 2024**  
*New Orleans, LA*
  
8. **ASSOCIATION FOR SUPERVISION & CURRICULUM DEVELOPMENT**  
**(ASCD)**  
**March 21-24, 2024**  
*Washington, DC*

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

**MRS. CORETTA JACKSON** reminded members that they were in advanced receipt of her report. Mrs. Jackson inquired if there were any questions. **THERE WERE NONE.** She ended by asking for favorable approval of her report as submitted:

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

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

**I. FOR YOUR AUTHORIZATION**

**A. ACCOUNTS PAYABLE**

Authorization is requested to pay Accounts Payable bills for July 11, 2023, in the amount of \$459,609.05.

**B. PAYROLL SUMMARY**

The following is the payroll summary for the month of June 2023 and Payroll Run Outs as detailed below:

June 2, 2023	\$222,468.37
June 16, 2023	\$213,775.01
June 30, 2023	<u>\$226,341.75</u>
<b>Sub Total</b>	<b>\$662,585.13</b>

**Payroll Run Outs**

1 <sup>st</sup> Run Out - 6/30/23	\$111,056.59
2 <sup>nd</sup> Run Out -6/30/23	<u>\$106,145.33</u>
<b>Sub Total</b>	<b>\$217,201.92</b>

**GRAND TOTALS** **\$880,787.05**

**C. PETTY CASH**

Authorization is requested to replenish and establish Petty Cash for the 2023-2024 School Year in the amount of **\$1,500.00**.

**D. IMPREST FUND**

Authorization is requested to replenish Imprest Fund for the 2023-2024 School Year in the amount of **\$25,000.00**.

**PART C - ASSISTANT SUPERINTENDENT OF CURRICULUM AND INSTRUCTION**

**DR. SHARON P. RIVERS** expressed to members that they were in advanced receipt of her report. She then inquired if there were any questions. **THERE WERE NONE**. She then asked for acceptance of report as submitted:

Motioned/Mitchell; Seconded/Viverette - to accept **PART C - ASSISTANT SUPERINTENDENT OF CURRICULUM & INSTRUCTION** as submitted.

Roll Call: Ayes: Gray, Mitchell, Sherman, Viverette  
Nays: None

Absent: Cook, Coleman, LaWrence  
Abstain: None  
4 ayes, 0 nays, 3 absent, 0 abstain, 0 present – motion carried.

**I. FOR YOUR INFORMATION**

**A. SUMMER ENRICHMENT ACADEMY (SEA)**

There really is more fun under the SEA. The Summer Enrichment Academy was an exciting place for students to strengthen reading, writing, and math skills without realizing the academic skills being utilized. Through the various clubs, students read and created stories and presented their ideas through public speaking activities (*Book Club, Drama Club*), wrote dialogue, and created cartoon characters, and cookbooks, (*Chess Club, Technology Club, Culinary Club*), they learned critical thinking skills and how to strategize (*Math Club, Garden Club, Beginners Band*). Through the SEA program students were unafraid to try something new as they were provided opportunities to demonstrate their learning in a fun and exciting environment.

**B. LITTLE DIVAS SUMMER CAMP**

Little Divas Summer Camp was filled with events that supported “girl power.” The goal was to teach girls how to be successful, confident, and active young ladies. The weeklong event included:

- Welcome DIVA (meet and greet, teambuilding)
- Destination DIVA (self-expression through painting activity)
- Spa DIVA (mobile spa with mani/pedi and glam)
- Fun Day DIVA (Carnival)
- Chat and Chew DIVA (tea party)

**C. REGISTRATION FOR SCHOOL YEAR 2023-2024**

Registration continues as the administrative team and their assistants move forward with the work of getting students registered for the 2023-2024 school year. The goal is to have over 90% registered and even more to present the first day of school.



Parents will receive a “welcome back” gift for students who are in attendance on August 14<sup>th</sup>.

**D. INSTITUTE DAYS FOR SCHOOL YEAR 2023-2024**

The 2022-2023 school year will start on Wednesday, August 9<sup>th</sup> and go on through Friday, August 11, 2023, when the faculty and staff are called in for our annual 3-day Opening Institute. As is our practice, recognition for years of service and other acknowledgments will start the week. A full schedule of required and mandated training, along with professional development for each department will complete the week. We will continue building collaboration and rapport with new and returning staff through team building activities on the final day of Opening Institute.

**E. FEDERAL AND STATE PROGRAM GRANTS UPDATE**

The Consolidated District Plan has successfully completed all four levels of review. The process is complete once “Final Approved” has been recorded. The plan is developed to provide programs that will foster significant academic gains, increase student’s knowledge, skills, and provide opportunities so they are equipped to be successful. Once authorized, the following subgrants will be submitted for approval. They are:

- Title I, Part A
- Title II, Part A
- Title IV, Part A

**F. 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 P. Rivers, Principal of Cottage Grove U.G.C.

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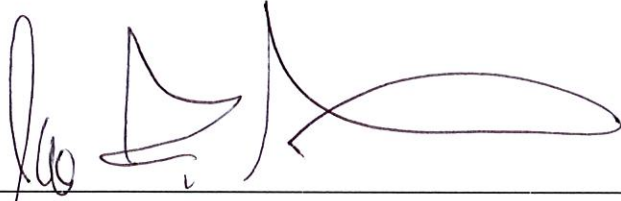
If you have any questions or require additional information, please ask. Thank you.

At this juncture, President Sherman called for a motion to adjourn.

**ADJOURNMENT: 10:30 a.m.**

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

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



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Mr. Joe Louis Sherman, President



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Mrs. Ester Viverette, Secretary