

**FORD HEIGHTS SCHOOL DISTRICT 169**  
**MINUTES OF BOARD MEETING HELD**  
**TUESDAY, AUGUST 10, 2021**

The meeting was called to order by presiding officer, Vice-President Joe Louis Sherman – **10:00 a.m.**

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

Upon roll call the following members were present:

Present: Sherman, Cook, Gray, LaWrence, Viverette

Absent: Coleman and Mitchell

Also Present: Dr. Gregory T. Jackson, Superintendent of Schools  
Mrs. Coretta Jackson, Assistant Superintendent of Business Administration & Operations  
Dr. Sharon P. Rivers, Assistant Superintendent of Curriculum & Instruction  
Mrs. Gloria Lymore, Executive Assistant to the Superintendent  
Attorney Raymond Hauser

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

**NONE**

**AGENDA**

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

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

**MINUTES**

Vice-President called for a motion to approve the minutes.

Motioned/Cook; Seconded/Mitchell- to approve the minutes of **July 6, 2021**.

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

### CORRESPONDENCE

NONE

### REPORT OF THE SUPERINTENDENT

Dr. Gregory T. Jackson reminded members of the Board that they were in advanced receipt of Part A (Superintendent), Part B (Assistant Superintendent of Business Administration and Operations) and Part C (Assistant Superintendent of Curriculum and Instruction) of the Superintendent's report.

Superintendent Jackson informed Members of the Board of the Addendum Report of the Superintendent.

Superintendent Jackson called special attention to Item III - C - Retirement of Raymond Hauser of Hauser, Petrarca, Gleason, Bole & Izzo Attorneys at Law. He shared that Attorney Raymond was in attendance to share with the Board of Education that he would be retiring at the end of December 2021.

Superintendent requested that Attorney Raymond Hauser address the Board. Attorney Hauser shared that it has been a pleasure serving the Ford Heights School District 169 Board of Education. Members of the Board thanked him for his services to the District and wished him well in his retirement.

Motioned/Cook; Seconded/Sherman - to approve **PART A - REPORT OF THE SUPERINTENDENT, inclusive of the Addendum** as submitted.

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

I. **CLOSED SESSION**

- A. **THE APPOINTMENT, EMPLOYMENT, COMPENSATION OF SPECIFIC EMPLOYEES, STUDENT PERSONNEL, AND OR PROBABLE AND IMMINENT LITIGATION (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. **APPOINTMENTS**

- a. Authorization is sought to appoint **MRS. KIMBERLY GRIFFIN**, as **Substitute Teacher**, effective the **2021-2022 School Year**.
- b. Authorization is sought to appoint **Ms. JAKITA WARE**, as **Paraprofessional**, Medgar Evers Primary Academic Center, effective the **2021-2022 School Year**.
- c. Authorization is sought to appoint **MRS. MARY ROBINSON**, as **Food Service Helper**, Cottage Grove Upper Grade Center, effective the **2021-2022 School Year (replacing Tina Johnson)**.

2. **RESCIND RESIGNATION**

Authorization is sought to rescind **LETTER OF RESIGNATION** of **Ms. Nikia Williams** as Paraprofessional approved May 4, 2021.

3. **TERMINATION OF EMPLOYMENT**

Approve termination of **Ms. TINA JOHNSON**, Food Service Helper, Cottage Grove Upper Grade Center, for Job Abandonment.

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Ms. Johnson has not responded to telephone calls, emails, certified and regular mail as to the status of her return to Ford Heights School District 169, for the **2021-2022 School Year**.

### 4. RESCIND APPOINTMENT

Rescind appointment of **Ms. LATOYA SMITER**, as English/Language Arts Teacher – Cottage Grove Upper Grade Center for the 2021-2022 School Year.

## III. FOR YOUR INFORMATION

### A. STAFFING OF PERSONNEL

Member of the Board, Ford Heights School District 169 requires the replacement of a Special Education Teacher and a Social Worker. To this end, please be aware that the replacement of said personnel may be presented in the form of an **ADDENDUM REPORT** of the Superintendent of Schools, as the interview process for these positions are ongoing.

### B. CONFERENCES/WORKSHOPS

1. **NATIONAL ALLIANCE OF BLACK SCHOOL EDUCATORS (NABSE) - 49<sup>TH</sup> ANNUAL CONFERENCE, November 9-14, 2021** - Los Angeles, CA
2. **ILLINOIS ASSOCIATION OF SCHOOL BOARDS/ILLINOIS ASSOCIATION OF SCHOOL ADMINISTRATORS/ILLINOIS ASSOCIATION OF SCHOOL BUSINESS OFFICIALS (IASB/IASA/IASBO) JOINT ANNUAL CONFERENCE, November 18-21, 2021** - Chicago, IL
3. **NATIONAL SCHOOL BOARDS ASSOCIATION (NSBA) ANNUAL CONFERENCE – April 3-5, 2022** – San Diego, CA

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4. **ASSOCIATION OF SCHOOL BUSINESS OFFICIALS INTERNATIONAL (ASBO) ANNUAL CONFERENCE - October 13-16, 2021**  
Milwaukee, WI
5. **AMERICAN ASSOCIATION OF SCHOOL ADMINISTRATORS (AASA) - February 15-19, 2022** - Nashville, TN
6. **ILLINOIS ASSOCIATION OF SCHOOL ADMINISTRATORS (IASA) - June 5-8, 2022** - Baltimore, MD
7. **ASSOCIATION FOR SUPERVISION & CURRICULUM DEVELOPMENT (ASCD), March 18-21, 2022** - Chicago, IL

**C. RETIREMENT OF RAYMOND HAUSER OF HAUSER, PETRARCA, GLEASON, BOLE & IZZO ATTORNEYS AT LAW – END OF THE YEAR 2021 (See reference #1)**

Members of the Board, I received the attached communication from Petrarca, Gleason, Boyle & Izzy, LLC Attorneys at Law announcing the retirement of Raymond A. Hauser, Attorney at Law. With Ray's retirement the firm is also pleased to share its new name effective August 1, 2021, Petrarca, Gleason, Boyle & Izzo, LLC and to announce the addition of the following new members of the firm. They are:

- Jennifer K. Schwendener
- Ninette Gregory
- Graeme J. Quinn

Mr. Hauser will be in attendance to discuss with you the above.

**ADDENDUM REPORT OF THE SUPERINTENDENT**

**I. FOR YOUR AUTHORIZATION**

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

1. **APPOINTMENTS**

Authorization is sought to appoint Ms. Noreen L. Rasul, as English Language Arts Teacher (MA +30, Step 12), Cottage Grove Upper Grade Center, effective the 2021-2022 School Year.

**PART B – ASSISTANT SUPERINTENDENT OF BUSINESS ADMINISTRATION AND OPERATIONS - Mrs. Coretta Jackson**

**Mrs. Coretta D. Jackson** expressed to members that they were in advanced receipt of her report. Mrs. Jackson inquired further if there were any questions.

**There were none.** Mrs. Jackson then asked for approval of her report as submitted.

**Motioned/Cook; Seconded/Sherman - to approve PART B - ASSISTANT SUPERINTENDENT OF BUSINESS ADMINISTRATION AND OPERATIONS as submitted.**

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

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

I. **FOR YOUR INFORMATION**

A. **ACCOUNTS PAYABLE**

Authorization is requested to pay Accounts Payable bills for August 10, 2021 in the amount of \$633,460.22

**B. PAYROLL SUMMARY**

The following is the payroll summary for the month of July 2021 as detailed below:

July 2, 2021	\$ 83,970.48
July 16, 2021	\$ 92,100.61
July 30, 2021	\$ 78,713.79
Total	\$254,784.88

**C. PETTY CASH**

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

Superintendent's Office	\$182.27
Building & Grounds	\$143.99
Business Office	\$149.62
Medgar Evers	\$172.98
Total	\$648.86

**D. 2021-2022 FOOD SERVICE PRODUCT BIDS**

Food Service bids were opened on Thursday, July 29, 2021 at 1:00 p.m. at the District Office by Mrs. LaShena Gardner, Administrative Assistant and myself.

We reviewed the bids that were received and I recommend the following vendors for the 2021-2022 School Year.

**VENDOR**

**BID AWARD**

Clover Leaf	Milk
Gordon Foods	Bread
Wilkens Foods	Portion of Groceries, Staples,
Gordon Foods	Paper Goods, Frozen Gordon Foods
	Vegetables, Meat, Fish & Poultry

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**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. Dr. Rivers inquired further if there were any questions. There were none. Dr. Rivers then asked for approval of her report as submitted.

**Motioned/Cook; Seconded/Mitchell - to approve PART C- ASSISTANT SUPERINTENDENT OF CURRICULUM AND INSTRUCTION as submitted:**

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

**INTRA-DISTRICT MEMO**

**DATE:** JULY 29, 2021

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

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

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

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

- A. Back to School Student Registration
- B. Opening Institute Professional Development
- C. McKinney-Vento Homeless Assistance
- D. Children Plus Inc. Classroom Libraries
- E. Monthly Building Reports

Included herewith, are summaries which address each area listed above. Serving as a reminder, the 2021-2022 schoolyear will begin with Opening Institute on Wednesday, August 11<sup>th</sup>, 12<sup>th</sup>, and 13<sup>th</sup>. First student attendance day is Monday, August 16, 2021.



**PART C-CURRICULUM AND INSTRUCTION**

**I. FOR YOUR INFORMATION**

**A. BACK TO SCHOOL STUDENT REGISTRATION**

Registration for the 2021-2022 school year began with early registration with packets being mailed in March and June 2021. Packet were provided to students at the end of the school year and again during summer school. However, our greatest impact was gained visiting homes. As initiated last year, two teams successfully worked strategically to collect registration packets. One team of administrators worked the phone bank making calls to families and communicating pick up and drop off information to the team in the field. As a result, eighty-three percent (83%) of our projected enrollment are registered.

**B. OPENING INSTITUTE PROFESSIONAL DEVELOPMENT**

Opening Institute is scheduled to start on Wednesday, August 11<sup>th</sup>, Thursday, August 12<sup>th</sup> and end with a teambuilding exercise on Friday, August 13, 2021. Continental breakfast will start the day as we prepare to complete mandated training as outlined by the Illinois State Board of Education. This year's theme, "A Model of Excellence" embodies our work as we move forward maintaining a high standard as we have in the past. Given the emotional fallout from the pandemic, our district focus will center around cultural sensitivity, attention deficit disorder and attention deficit hyperactivity disorder, sexual harassment, and professional ethics. That's day one! Day two, instructional staff will focus on Successmaker, an intervention program from the new leaning program, SAVVAS, paraprofessionals will gain new understanding of the critical role they play, school clerks will receive PowerSchool training, and Food Service and the Custodial staff will receive hands on and virtual training. Our teambuilding activity is one that promotes critical thinking and strategy among teammates.

**C. McKINNEY-VENTO HOMELESS ASSISTANCE**

The McKinney-Vento Homeless Assistance Act of 1987 is a United States federal law that provides federal money for homeless shelter programs. It was the first significant federal legislative response to

homelessness, and was passed by the 100th United States Congress and signed into law by President Ronald Reagan on July 22, 1987. The McKinney-Vento Homeless Assistance Act was the first, and remains the only major federal legislative response to homelessness. The administrative staff along with all school clerks were required to complete the McKinney-Vento training in response to families who may have been adversely affected by the pandemic. This training allows us to ensure our student's needs are met without reservation and positions the district to provide resources to the families, as well.

**D. CHILDREN PLUS INC. CLASSROOM LIBRARIES**

With over 40 years of experience supporting the library and educational markets, Children Plus Inc. is one of the fastest growing distributors of children's and young adult books in the country and they will be supplying reading material for our new classroom libraries.

With nearly 300,000 titles, including over 20,000 titles offered, teachers were able to select high interest books for independent reading along with material to support the various skills and strategies. The website boasts, "*Books are our passion. Which makes our goal simple: Connect people with books, so that someday, they may elevate the world we live in.*" this is a concept we fully embrace.

**E. MONTHLY BUILDING REPORTS (See references #1-2)**

Building reports were submitted by the following personnel:

- Ms. Monique Johnson, Principal of Medgar Evers P.A.C.
- Mr. Frank Davis, Principal of Cottage Grove U.G.C.

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

**Vice President Sherman called for an adjournment.**

**ADJOURNMENT: 10:32 a.m.**

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Motioned/Viverette; Seconded/Cook- to adjourn meeting

Roll Call: Ayes: Sherman, Cook, Gray, LaWrence, Viverette

Nays: None

Absent: Coleman, Mitchell

Abstain: None

**5 ayes, 0 nays, 2 absent, 0 abstain, 0 present - motion carried.**

  
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Mr. Joe Louis Sharman, Vice- President

  
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Mrs. Lera Cook, Secretary