

**FORD HEIGHTS SCHOOL DISTRICT 169  
MINUTES OF BOARD MEETING HELD  
TUESDAY, JULY 6 2021**

The meeting was called to order by presiding officer, President James Coleman  
– **10:00 a.m.**

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

Upon roll call the following members were present:

Present: Coleman, Sherman, Cook, Gray, LaWrence, Mitchell, Viverette

Absent: None

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

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

**NONE**

**AGENDA**

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

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

Nays: None

Absent: None

Abstain: None

**7 ayes, 0 nays, 0 absent, 0 abstain, 0 present – motion carried.**

**MINUTES**

Board President called for a motion to approve the minutes.

Motioned/Sherman; Seconded/Mitchell- to approve the minutes of **June 8, 2021 (Regular and Closed Session) and Special Meeting of June 23, 2021.**

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Roll Call: Ayes: Coleman, Sherman, Cook, Gray, LaWrence, Mitchell,  
Viverette  
Nays: None  
Absent: None  
Abstain: None  
7 ayes, 0 nays, 0 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.

Dr. Jackson called for special attention to the Report of the Superintendent (Part A) II. A. Personnel as reported: Letter of Intent to Retire, Administrative Transfers and Letter of Resignation. Additionally he stated that items II. B. and C. - Contract with Sentinel Technologies, Inc. was retroactive to June 2021. Finally he shared that the Miller Cooper, Ltd., contract was to authorize and approve three (3) year contract (2020-2024).

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

Roll Call: Ayes: Coleman, Sherman, Cook, Gray, LaWrence, Mitchell,  
Viverette  
Nays: None  
Absent: None  
Abstain: None  
7 ayes, 0 nays, 0 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. LETTER OF INTENT TO RETIRE

- a. **MRS. LEORIA RUSH-BADY**, Payroll Federal State Programs/Bookkeeper District Administration, has submitted a Letter of Intent to Retire, **effective Thursday, December 30, 2021.**

2. ADMINISTRATIVE TRANSFERS

- a. **MS. CHANTEL JONES** will be transferred from Principal Cottage Grove Upper Grade Center to Assistant Principal, Cottage Grove Upper Grade Center, **effective Thursday, July 1, 2021.**
- b. **MS. ANTOINA McMICHAELES** will be transferred from District-wide Receptionist Medgar Evers Primary Academic Center to Administrative Assistant, Medgar Evers Primary Academic Center **effective Thursday, July 1, 2021.**
- c. **MS. BARBARA HARRIS** will be transferred from Administrative Assistant, Medgar Evers Primary Academic Center to Payroll Federal State

Programs/Bookkeeper, District Administration Center  
**effective Monday, January 3, 2022.**

3. LETTER OF RESIGNATION

**Ms. DENISE MABRY**, Social Worker Cottage Grove Upper Grade Center, submitted a Letter of Resignation to be **effective July 15, 2021.**

B. APPROVE CONTRACT WITH SENTINEL TECHNOLOGIES, INC. OF DOWNERS GROVE, IL (See reference #1)

Authorization is sought to purchase and install network infrastructures for the **2021-2022 School Year, retroactive** to Monday, June 28, 2021. They are:

✚ Firewall	\$ 78,284.80
✚ Network Switches	\$ 96,744.00
<b>Total</b>	<b>\$175,028.80</b>

C. APPROVE CONTRACT WITH SENTINEL TECHNOLOGIES, INC. OF DOWNERS GROVE, IL FOR SECURITY CAMERAS (See reference #2)

D. AUTHORIZE AND APPROVE THREE (3) YEAR CONTRACT (2022-2024) MILLER COOPER, LTD. CONTRACT ACCOUNTANTS AND CONSULTANTS (See reference #3)

Authorize and approve three (3) year contract (2022-2024) for audit services for financial statements of the district, which comprise the governmental activities, each major fund and aggregate remaining fund information as of and for the years ending **June 30, 2022, June 30, 2023, and June 30, 2024**, which collectively comprise the basic financial statements.

**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.

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

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

Roll Call: Ayes: Coleman, Sherman, Cook, Gray, LaWrence, Mitchell,  
Viverette  
Nays: None  
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 July 6, 2021 in the amount of \$870,986.22.

**B. PAYROLL SUMMARY**

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

<b>June 04, 2021</b>	<b>\$192,417.88</b>
<b>June 18, 2021</b>	<b><u>\$210,266.57</u></b>
<b>Sub Total</b>	<b>\$402,684.45</b>

**Summer Payroll Run Outs**

<b>1<sup>st</sup> Run Out – 6/25/21</b>	<b>\$114,294.39.</b>
<b>2<sup>nd</sup> Run Out – 6/28/21</b>	<b>\$114,294.39.</b>
<b>3<sup>rd</sup> Run Out – 6/29/21</b>	<b>\$ 98,813.28.</b>
<b>Summer School 6/30/21</b>	<b><u>\$ 23,259.50</u></b>
<b>Sub Total</b>	<b>\$350,661.56</b>

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**GRAND TOTAL                    \$753,346.01**

**C.    PETTY CASH**

Authorization to replenish and establish Petty Cash for the 2021-2022 School Year in the amount of \$1,500.00.

**D.    IMPREST**

Authorization is requested to replenish Imprest Fund for the 2021-2022 School Year in the amount \$25,000.00.

**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:**        JUNE 21, 2021

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

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

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

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

- A. Achieve3000 Summer Intensive Curriculum
- B. 2021-2022 Registration
- C. Institute Days August 11 – 13, 2021
- D. Federal and State Program Grants
- E. Monthly Building Reports

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Included herewith, are summaries which address each area listed above. Serving as a reminder, our four-week summer instructional program will start Monday, June 4<sup>th</sup> through Thursday, July 1, 2021. During this time, staff will start preparing for the 2021-2022 school year.

### **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/Sherman; Seconded/Mitchell - to approve **PART C - REPORT OF ASSISTANT SUPERINTENENT OF CURRICULUM AND INSTRUCTION** as submitted.

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

### **I. FOR YOUR INFORMATION**

#### **A. Achieve3000 Summer Intensive Learning Program**

Achieve3000 Literacy, Mathematics, and SmartyAnts served as the summer curriculum. Students were assessed first day of summer school to establish a baseline for learning. The initial assessment provided a critical reference point for assessing student success before and after the summer learning. Once established, teachers had a useful picture of what each student knew, as well as gaps in their learning due to Covid-19. This information was used to inform subsequent teaching and learning activities.

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Approximately, fifty percent of our enrolled students were in attendance at Medgar Evers PAC and Cottage Grove UGC, with 116 students and 105 students respectively. Surprise incentives were included at the end of each week, culminating in the Summer Carnival on the last day of summer school.

### **B. 2021-2022 REGISTRATION**

Registration for the 2021-2022 school year is underway. Packets were mailed with fourth quarter progress reports, and with final report cards. During summer school, students delivered packets home and those who returned them received a special treat.

We will continue to encourage families to complete the registration process through Google Classroom, and we are offering to gather information by phone.

### **C. INSTITUTE DAYS AUGUST 11 – 13, 2021**

The 2021-2022 school year will officially open on Wednesday, August 11, 2021, with Opening Institute for faculty and staff. Recognition for years of service and other acknowledgments will start the week. A full schedule of mandated training along with professional development in each department will round out the week.

As the state of Illinois has now moved into Phase 5, reopening will allow for teambuilding activities to prepare staff to face a new school year post-pandemic by building rapport and building interdependency to align with navigating new challenges brought about with Covid-19.

### **D. FEDERAL AND STATE PROGRAM GRANTS**

The Illinois State Board of Education (ISBE) designed the Consolidated District Plan to streamline the federal grant application and management process. It reduces the burden on grantees and support holistic service to students. The plan must be



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submitted and pass four (4) levels of review. The Consolidated District Plan was submitted on June 8<sup>th</sup> and approved June 10, 2021. The next step is to complete the following subgrants within the next two weeks. They are:

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

Upon approval by ISBE, the grants are considered substantially approvable. As a result of the aforementioned, our school District is able to begin to make purchases, order materials and supplies and hire consistent with the grant authorization.

**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.

**President Coleman called for an adjournment.**

**ADJOURNMENT: 10:25 a.m.**

Motioned/Cook; Seconded/Mitchell - to adjourn meeting

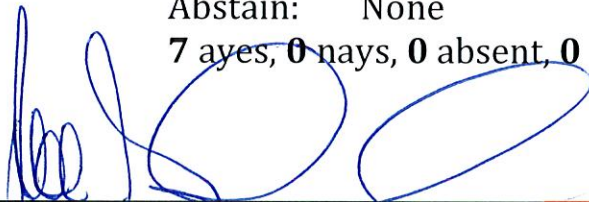
Roll Call: Ayes: Coleman, Sherman, Cook, Gray, LaWrence, Mitchell, Viverette

Nays: None

Absent: None

Abstain: None

7 ayes, 0 nays, 0 absent, 0 abstain, 0 present - motion carried

  
\_\_\_\_\_  
Mr. James Coleman, President

  
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Mrs. Lera Cook, Secretary