

**FORD HEIGHTS SCHOOL DISTRICT 169  
MINUTES OF SPECIAL BOARD MEETING HELD  
MONDAY, NOVEMBER 8, 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, LaWrence, Viverette  
**Gray - entered 10:04 a.m.**  
**Mitchell - entered 10:08 a.m.**

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 John Izzo

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

**Ms. Diamond Morgan of Chicago Heights addressed the Board of Education, Administration and all others in attendance at the meeting. Ms. Morgan stated that was the proud owner of a Black owned and operated organization. She expressed that they were administering free Covid-19 testing, and in addition every Friday of the month they offer testing to low poverty areas in surrounding Cook County, Illinois.**

**Ms. Morgan stated they were fully supplied with COVID-19 Personal Protective Equipment (PPE) and staffed with the Man Power required to carry out their plans. They are conducting Antigen Rapid COVID Test daily.**

**If implemented Parent and Guardian Consent forms would need to be completed, prior to the testing of youth.**

**Minutes of Special Board of Education Meeting  
November 8, 2021  
Page 2**

**AGENDA**

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

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

**MINUTES**

President Coleman called for a motion to approve the minutes.

Motioned/Sherman; Seconded/Gray to approve the minutes of **October 5, 2021 (Regular and Closed) and Special Meeting of October 20, 2021.**

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**

**PUBLIC HEARING – 10:08 a.m.**

Motioned/Sherman; Seconded/Mitchell - to enter into Public Hearing Concerning the Intent of the Board of Education of School District Number 169, Cook County, Illinois to Sell \$4,040,000 Working Cash Fund Bonds

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

**Minutes of Special Board of Education Meeting  
November 8, 2021  
Page 3**

Nays: None

Absent: None

Abstain: None

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

**END PUBLIC HEARING AND RECONVENE MEETING– 10:12 a.m.**

Motioned/Sherman; Seconded/Mitchell - to end Public Hearing Concerning the Intent of the Board of Education of School District Number 169, Cook County, Illinois to Sell \$4,040,000 Working Cash Fund Bonds and Reconvene Regular Session - 10:12 a.m.

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.

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.

**I. PUBLIC HEARING**

- A. PUBLIC HEARING CONCERNING THE INTENT OF THE BOARD OF EDUCATION OF SCHOOL DISTRICT NUMBER 169, COOK COUNTY, ILLINOIS TO SELL \$4,040,000 WORKING CASH FUND BONDS.**

**II. CLOSED SESSION**

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

**III. 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 Substitute Teachers for the 2021-2022 School Year.

- ✓ PATRICIA CRUMP- WHITAKER
- ✓ ANGELA HENDERSON
- ✓ ASHIRAH SIMPSON

2. **AUTHORIZATION TO HIRE AFTER SCHOOL PERSONNEL**

Authorization is sought to hire the following personnel for After School Tutorial to begin Tuesday, September 28, 2021, and ends Tuesday, December 7, 2021. They are:

DARYL ALLEN - Medgar Evers Primary (*Replacing Susan Tutorow*)

B. **ADOPTION OF RESOLUTION AND CERTIFICATIONS – 2021 TAX LEVY**  
(*See reference #1*)

1. **Certification of Compliance with Truth Intaxation Law**  
**(Exhibit 1)**
2. **Certificate of Tax Levy** (**Exhibit II**)
3. **Resolution to Levy 2021 Taxes for Certain Purposes**  
**(Exhibit III)**
4. **Resolution to Request Application of Loss and Cost Factor to 2021 Levies** (**Exhibit IV**)

C. **FY2022 PROPERTY TAX RELIEF GRANT**

Authorization for Superintendent to submit application for FY2022 Property Tax Relief Grant.

IV. **FOR YOUR INFORMATION**

Minutes of Special Board of Education Meeting  
November 8, 2021

Page 5

A. **MONTHLY ENROLLMENT (AS OF NOVEMBER 3, 2021)**

**MEDGAR EVERS SCHOOL**

PRE-K	60	KDG	46
GRADE 1	40	GRADE 2	53
GRADE 3	47	GRADE 4	40
		<b>TOTAL</b>	<b>286</b>

**COTTAGE GROVE UPPER GRADE CENTER**

GRADE 5	41	GRADE 6	42
GRADE 7	32	GRADE 8	34
		<b>TOTAL</b>	<b>149</b>

<b>TOTAL DISTRICT</b>	<b>OUT OF DISTRICT</b>	<b>GRAND TOTAL</b>
<b>435</b>	<b>16</b>	<b>451</b>

**REPORT OF CONTACTS (ATTENDANCE OFFICERS):**

**MEDGAR EVERS:**

<b>HOME VISITS</b>	<b>TELEPHONE CONTACTS</b>	<b>PARENT CONFERENCES</b>
<b>16</b>	<b>570</b>	<b>12</b>

**COTTAGE GROVE:**

<b>HOME VISITS</b>	<b>TELEPHONE CONTACTS</b>	<b>PARENT CONFERENCES</b>
<b>10</b>	<b>286</b>	<b>7</b>

B. **FAMILY MEDICAL LEAVE OF ABSENCE (FMLA)**

A Maternity Family Medical Leave of Absence has been requested by **Ms. LATASHA BUCHANAN**, Special Education Coordinator to be **effective Nov. 3, 2021**, for a total of **twelve (12) weeks**.

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

**Minutes of Special Board of Education Meeting  
November 8, 2021  
Page 6**

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.

**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/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.

**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 \$888,618.95**

**B. PAYROLL SUMMARY**

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

<b>October 8, 2021</b>	<b>\$210,343.10</b>
<b>October 22, 2021</b>	<b>\$203,173.61</b>
<b>Grand Total</b>	<b>\$413,516.71</b>

**C. PETTY CASH**

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

<b>Superintendent's Office</b>	<b>\$489.97</b>
<b>Building &amp; Grounds</b>	<b>\$ 49.15</b>
<b>Cottage Grove</b>	<b>\$ 70.41</b>
<b>Medgar Evers</b>	<b>\$169.13</b>
<b>Total</b>	<b>\$778.66</b>

**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
Wilkins Foods	Portion of Groceries, Staples,
Gordon Foods	Paper Goods, Frozen Gordon Foods
	Vegetables, Meat, Fish & Poultry

**Minutes of Special Board of Education Meeting  
November 8, 2021  
Page 8**

**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/Gray - to approve PART C- ASSISTANT SUPERINTENDENT 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.

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

**INTRA-DISTRICT MEMO**

**DATE:** NOVEMBER 1, 2021  
**TO:** DR. GREGORY T. JACKSON  
SUPERINTENDENT OF SCHOOLS  
**FROM:** DR. SHARON P. RIVERS  
ASSISTANT SUPERINTENDENT OF CURRICULUM AND  
INSTRUCTION  
**SUBJECT:** NOVEMBER REPORT ON CURRICULUM AND INSTRUCTION

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

- A. Parent Teacher Conference
- B. Bi-Weekly Professional Development
- C. Classroom Spelling Bee
- D. Programs on Schedule for November 2021

**Minutes of Special Board of Education Meeting  
November 8, 2021  
Page 9**

**E. Monthly Building Reports**

Included herewith, are summaries which address each area listed above. Additionally, special events and activities are listed.

**I. FOR YOUR INFORMATION**

**A. PARENT TEACHER CONFERENCE**

Parent Teacher conferences were held on Friday, October 30<sup>th</sup>. Unlike last school year, conferences were held in person with parents being able to meet face-to-face with teachers to discuss the progress of their child. The conferences boost family involvement and helps promote positive outcomes our students. This fall conference is a great opportunity to share academic progress and growth based on classroom observations, testing data, assessments, portfolios, and assignments. Teachers take this opportunity to become better informed about students' strengths, needs, behaviors, and learning styles, discuss enrichment or intervention strategies to support students' learning, and discuss issues that may be interfering with students' learning and growth.

**B. BI-WEEKLY PROFESSIONAL DEVELOPMENT**

We are continuing with our professional training schedule. Our focus on Wednesday, November 3<sup>rd</sup> will include an examination of test questions on the Illinois Assessment of Readiness for grades three through eight. Mathematics will continue training new employees and those who were unable to complete training due to Covid-19 last schoolyear. Prekindergarten classrooms will be redesigned to enhance the learning environment in preparation of the pending monitoring visit which will focus on the classroom setting ensuring it supports the developmental stages of prekindergarten students.

**C. CLASSROOM SPELLING BEE**

The National Spelling Bee began in 1925 when nine newspapers joined together to host a spelling bee. 90 years later their literacy effort would reach 11 million students each year. October 15<sup>th</sup>, each

## Minutes of Special Board of Education Meeting

November 8, 2021

Page 10

homeroom teacher throughout the district held the first of three spelling bees in the district. First is the classroom Spelling Bee in

which winners advance to the schoolwide Spelling Bee in each building. The final "bee" is held at Cottage Grove in the **Willie L. Davis Auditorium for students in grades 2<sup>nd</sup> through 8<sup>th</sup>**. Our purpose is to help students improve their spelling, increase their vocabularies, learn concepts and develop correct English usage that will help them all their lives.

### **D. PROGRAMS ON SCHEDULE FOR OCTOBER 2021**

The following programs scheduled for the month of October.

- November 2<sup>nd</sup> – Boys Basketball tryouts
- November 4<sup>th</sup> – Problem Solving Cottage Grove
- November 5<sup>th</sup> - Parent Center Monthly Meetings  
Topic: *Developing Healthy Eating habits*
- November 18<sup>th</sup> – Problem Solving Medgar Evers

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

**Mr. Coleman raised a concern of the clarity and professional quality of the yearly individual school pictures. The Board and Administration held a brief discussion and the consensus was to schedule a re-take at each building. Administration at a Medgar Evers Primary Academic Center will have a retake day of November 19<sup>th</sup> and Cottage Grove Upper Grade Center will get a notice out to parents of a rescheduled retake picture day of November 21<sup>st</sup>.**

**President Coleman called for an adjournment.**

**ADJOURNMENT: 10:23 a.m.**

