

**FORD HEIGHTS SCHOOL DISTRICT 169
MINUTES OF BOARD MEETING HELD
TUESDAY, SEPTEMBER 7, 2021**

The meeting was called to order by presiding officer, Vice-President Joe Louis Sherman – 6:03 p.m.

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

Upon roll call the following members were present:

Present: Sherman, Cook (via phone), Gray, LaWrence, Mitchell, (via phone) Viverette
Absent: Coleman
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
Ms. Monique Johnson, Principal
Mr. Frank Davis, Principal
Ms. Latricia Walker, Assistant Principal
Ms. Chantel Jones, Assistant Principal
Mrs. Gloria Lymore, Executive Assistant to the Superintendent
Mrs. Vivian Carter, Administrative Assistant
Mrs. Leoria Bady, Federal State Programs

QUESTIONS/COMMENTS FROM PUBLIC (2 Minutes)

NONE

AGENDA

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

Roll Call: Ayes: Cook (via phone), Gray, LaWrence, Mitchell (via phone), Sherman, Viverette

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Nays: None
Absent: Coleman
Abstain: None
6 ayes, 0 nays, 1 absent, 0 abstain, 0 present – motion carried.

MINUTES

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

Motioned/LaWrence; Seconded/Viverette - to approve the minutes of **August 10, 2021**.

Roll Call: Ayes: Cook (via phone), Gray, LaWrence, Mitchell (via phone), Sherman, Viverette
Nays: None
Absent: Coleman
Abstain: None
6 ayes, 0 nays, 1 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 his report. Superintendent Jackson began by stating that as students had been in remote learning for the previous school year, administration was excited, but cautious as in-person classrooms were now running at full capacity for the first time in 18 months.

SUPERINTENDENT JACKSON went on to express that all precautions that were previously in place due to the pandemic, were still in place for the safety of students, teachers, and staff.

DR. JACKSON spoke to a few items in his report and reminded members that

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signatures from all would be needed at the end of the Board of Education meeting.

Superintendent Jackson called on **MRS. CORETTA JACKSON** to address members regarding the Fiscal Year Budget. **MRS. JACKSON** talked to the preparation process of the budget, the posting in newspaper of the Public Hearing for Fiscal Year Budget beginning July 1, 2021 – Ending June 30, 2022 and ended by highlighting and expounding on the various areas the budget would be used for.

Mrs. Jackson inquired if there were any questions? **THERE WERE NONE.**

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

Roll Call: Ayes: Cook (via phone), Gray, LaWrence, Mitchell (via phone), Sherman, Viverette
 Nays: None
 Absent: Coleman
 Abstain: None
 6 ayes, 0 nays, 1 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. AUTHORIZATION TO HIRE AFTER SCHOOL PERSONNEL

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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:

<i>Kristy Kemper</i>	Kg.	ELA/Mathematics
<i>Windell Parker</i>	1	ELA/Mathematics
<i>Susan Tutorow</i>	2	ELA/Mathematics
<i>Shannon Zenos</i>	3	ELA/Mathematics
<i>Rachael Ransom</i>	4	ELA/Mathematics
<i>Diane Sergeant</i>	5	Language Arts/Reading
<i>Cynthia Purdy</i>	5	Mathematics
<i>Patrice Landfair</i>	6	Language Arts/Reading
<i>Joni Kocol</i>	6	Mathematics
<i>Carla Prather</i>	7	Language Arts/Reading
<i>Diane Richardson</i>	7	Mathematics
<i>Jason Kinnaman</i>	8	Language Arts/Reading
<i>Robert Potter</i>	8	Mathematics
<i>Matrina Eno</i>	Kg-8	Substitute Teacher
<i>Celestine Burrel</i>	Kg-4	Clerical Staff
<i>Robin Norris</i>	5-8	Clerical Staff
<i>Latricia Walker</i>	Kg-4	Coordinator
<i>Chantel L. Jones</i>	5-8	Coordinator
<i>Monique Johnson</i>	Kg-4	Administrator
<i>Frank Davis</i>	5-8	Administrator

B. APPROVAL OF BUDGET FOR FISCAL YEAR BEGINNING JULY 1, 2021, AND ENDING JUNE 30, 2022 (See Reference #1)

C. APPROVAL OF FISCAL YEAR 2021-2022 BUDGET RESOLUTIONS

1. Chief Fiscal Officer's Estimate of Revenues anticipated to be received by Ford Heights School District 169, Cook County Illinois for Fiscal Year beginning **July 1, 2021**, and ending **June 30, 2022**. (See Reference #2)
2. **Certification of Resolution** and Minutes of the Meeting of the Board held on the **eighth** day of September 2020, insofar as same relates to the adoption of a Resolution entitled:

Resolution Adopting the Budget of Ford Heights School District 169, Cook County, Illinois for Fiscal Year 2021-2022. (See Reference #3)

3. Resolution Adopting the Budget of Ford Heights School District 169, Cook County, Illinois, for the Fiscal Year 2021-2022. (See Reference #4)

III. FOR YOUR INFORMATION

A. MONTHLY ENROLLMENT (AS OF AUGUST 31, 2021)

MEDGAR EVERS SCHOOL

PRE-K	60	KDG	48
GRADE 1	38	GRADE 2	54
GRADE 3	47	GRADE 4	39
		TOTAL	284

COTTAGE GROVE UPPER GRADE CENTER

GRADE 5	42	GRADE 6	38
GRADE 7	37	GRADE 8	32
		TOTAL	149

TOTAL DISTRICT	OUT OF DISTRICT	GRAND TOTAL
433	10	443

REPORT OF CONTACTS (ATTENDANCE OFFICERS):

MEDGAR EVERS:

HOME VISITS	TELEPHONE CONTACTS	PARENT CONFERENCES
1	191	2

COTTAGE GROVE:

HOME VISITS	TELEPHONE CONTACTS	PARENT CONFERENCES
2	127	4

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 asked if there were any questions. THERE WERE NONE. Mrs. Jackson then asked for approval of her report as submitted.

Motioned/LaWrence; Seconded/Viverette - to approve PART B - ASSISTANT SUPERINTENDENT OF BUSINESS ADMINISTRATION AND OPERATIONS as submitted:

Roll Call: Ayes: Cook (via phone), Gray, LaWrence, Mitchell (via phone), Sherman, Viverette
Nays: None
Absent: Coleman
Abstain: None
6 ayes, 0 nays, 1 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 September 7, 2021, in the amount of **\$1,050,045.44.**

B. PAYROLL SUMMARY

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

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August 13, 2021	\$197,628.50
August 28, 2021	<u>\$201,747.18</u>
Total	\$399,375.68

C. PETTY CASH

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

Superintendent's Office	\$18.53
Medgar Evers	<u>\$41.34</u>
Total	\$59.87

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 informed members that due to Covid-19, Open House had been rescheduled to a Virtual Open House set for Thursday, September 23, 2021.

DR. RIVERS briefly talked about the upcoming Annual Million Father's March on Thursday, September 9, 2021, and what the event was all about, the flyers and Robo calls that went out to encourage participation from fathers, uncles, cousins, brothers, and grandads.

DR. RIVERS recalled one year, when a grandfather rode to the school on a lawnmower just so he could participate in this event for his grandchildren. She stated it just made her smile, that he wanted to be a part of this and explained that those type of things/memories is why the annual event is so important. Dr. Rivers also informed members of the Grab -n- Go Continental breakfast that participants would receive as well as a token of appreciation.

DR. RIVERS ended by handing out gift bags to members of the board with a sampling of the items all participating men would receive. She ended by asking for favorable acceptance of her report as submitted:

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

INTRA-DISTRICT MEMO

DATE: AUGUST 29, 2021

TO: DR. GREGORY T. JACKSON
SUPERINTENDENT OF SCHOOLS

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

SUBJECT: SEPTEMBER REPORT ON CURRICULUM AND INSTRUCTION

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

- A. Parent Center Monthly Meetings
- B. Professional Development
 - a. SAVVAS Learning Program
 - b. PowerSchool
 - c. Role of the Paraprofessional
- C. After School Tutorial
- D. Programs on Schedule for the 2021-2022
- E. Monthly Building Reports

Included herewith, are summaries which address each area listed above. Additionally, staff for After School Tutorial Program requires approval to prepare for the start of the program.

PART C-CURRICULUM AND INSTRUCTION

I. FOR YOUR INFORMATION

A. PARENT CENTER MONTHLY MEETINGS

The Parent Center will start Parent Workshops for the 2021-2022 school year in September. Each month, parents of students' prekindergarten through 8th grade can visit the parent Center at Medgar Evers Primary Academic Center for the monthly workshop series. At the end of the previous school year, parents were surveyed. The following topics of interest were the results from the end of the year survey.

- *September 3* – Building School Routines to Support Learning
- *October 1*– Healthy Communication Between School and Home
- *November 5* – Developing Healthy Eating habits
- *January 14* – Child Development- Ages 3 to 5 Years Old
- *February 4* – Getting Financially Fit-Budgets and how they work
- *March 4* – Preparing for College or Trade School
- *May 13* – Parent Survey

B. PROFESSIONAL DEVELOPMENT

The new school has afforded many opportunities to develop and strengthen what remains of our academic program since the onset of the pandemic. Professional development is scheduled for the following departments:

- SAVVAS Learning Program – Dr. Teresa Hill will facilitate the training to provide an overview of the program for teachers in all content areas: English/language arts, mathematics, science, and social studies. The training will focus on the components of the program and how material can be introduced to produce positive student outcomes.

- PowerSchool – Each building administrative assistant received training in PowerSchool. The software program has many great features that allow parents and students to track progress in each class and even receive alerts for things such as absences, missing assignments, and changes to grades. Student demographic information, attendance, and state reports are generated from this program.
- The Role of the Paraprofessional in the Classroom – South Cook Intermediate Service Center provided professional training for paraprofessionals which outlined the role and importance they play in the classroom setting.

C. AFTER SCHOOL TUTORIAL

After School tutorial will begin on Tuesday, September 28th for ten weeks. Every Monday, Tuesday, and Thursday identified Safety Net Students will receive additional instruction in reading and mathematics. The Safety Net roster is created based on those who did not meet within 10 points or met within 5 points of the Scale Score Range from the Illinois Assessment of Readiness (IAR). It is expected that our students will make gains this year through the extra effort provided through the tutorial programs. Therefore, the following staff roster serves as a recommendation to fill positions for the tutorial program:

Staff	Grade	Content
• Kristy Kemper	Kg.	ELA/Mathematics
• Windell Parker	1	ELA/Mathematics
• Susan Tutorow	2	ELA/Mathematics
• Shannon Zenos	3	ELA/Mathematics
• Rachel Ransom	4	ELA/Mathematics
• Diane Sergeant	5	Language Arts/Reading
• Cynthia Purdy	5	Mathematics

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• Patrice Landfair	6	Language Arts/Reading
• Joni Kocol	6	Mathematics
• Carla Prather	7	Language Arts/Reading
• Diane Richardson	7	Mathematics
• Jason Kinnaman	8	Language Arts/Reading
• Robert Potter	8	Mathematics
• Matrina Eno	Kdg-8	Substitute Teacher
• Celestine Burrel	Kdg-4	Clerical Staff
• Robin Norris	5-8	Clerical Staff
• Latricia Walker	Kdg-4	Coordinator
• Chantel L. Jones	5-8	Coordinator
• Monique Johnson	Kdg-4	Administrator
• Frank Davis	5-8	Administrator

D. PROGRAMS ON SCHEDULE FOR THE 2021-2022 SCHOOL YEAR

The following programs scheduled for the first quarter in 2021-2022 school year, are on back on track.

- After School Tutorial
- Million Father March
- Spelling Bee
- Parent Center In-person Monthly Meetings

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 Burrel, District-wide Attendance Office

PRINCIPAL JOHNSON was called on to update the activities going on at Medgar Evers Primary Academic Center. **Ms. JOHNSON** talked about the Pre-K Garden which had been planted before the pandemic and was spearheaded by Pre-K

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Teacher *Mrs. Swiyyah Butler* who was an avid gardener. **MS. JOHNSON** stated that before staff departed for the summer various items planted had started to produce. She stated that other *Pre-K Teachers* and *Assistant Principal Latrica Walker*, helped with the watering process. **MS. JOHNSON** had help in passing out a sample of one of the vegetables grown in the garden.

Principal Johnson ended by informing members that she had Spirit Wear for each member.

Before adjourning for the evening, *a poll was taken by members of the board as to what time future board meetings would be held. It was the consensus of the board that 10:00 a.m. was best for all in attendance, and*

Vice President Sherman then called for an adjournment.

ADJOURNMENT: 6:20 p.m.

Motioned/Viverette; Seconded/LaWrence - to adjourn meeting.

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

Mr. Joe Louis Sharman, Vice- President

Mrs. Lera Cook, Secretary

FORD HEIGHTS SCHOOL DISTRICT 169
MINUTES OF PUBLIC HEARING for the Ford Heights School District
Board of Education 169 Fiscal Year Budget
Beginning July 1, 2021 – Ending June 30, 2022
TUESDAY, SEPTEMBER 7, 2021

The meeting was called to order by presiding officer, Vice-President Joe Louis Sherman – 5:00 p.m.

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

Upon roll call the following members were present:

Present: Sherman, Cook (via phone), Gray, LaWrence, Mitchell, (via phone) Viverette

Absent: Coleman

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
Ms. Monique Johnson, Principal
Mr. Frank Davis, Principal
Ms. Latricia Walker, Assistant Principal
Ms. Chantel Jones, Assistant Principal
Mrs. Gloria Lymore, Executive Assistant to the Superintendent
Mrs. Vivian Carter, Administrative Assistant
Mrs. Leoria Bady, Federal State Programs
Mr. Raymond Hauser, Attorney

Board Vice President Sherman called for a motion to enter **PUBLIC HEARING - 5:06 p.m. for the Ford Heights School District Board of Education 169 Fiscal Year Budget Beginning July 1, 2021 – Ending June 30, 2022.**

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Motioned/Cook; Seconded/Viverette - to enter **CLOSED SESSION**.

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

Mrs. Coretta Jackson presented the Budget and inquired if there were any questions? **THERE WERE NONE.**

Board Vice President Sherman called for a motion to adjourn **Public Hearing** – **6:02 p.m.**

Motioned/Mitchell Seconded/Cook - to adjourn **Public Hearing**.

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



Mr. Joe Sherman, Vice President



Mrs. Lera Cook, Board Secretary