

Meeting of the Board of Education
Country Club Hills School District 160
Tuesday, December 15, 2009

Southwood Middle School
18635 S. Lee Street
Country Club Hills, Illinois

The meeting was called to order by President Giles at 6:05 p.m. Upon roll call, members Densmore, Doss, Hutson, McClelland, Turner, and Giles were found to be present. Absent: Mackey. Also in attendance: Superintendent Scott, Assistant Superintendent Jones, Business Manager Peeks, and Director of Special Services Martin..

Call to Order and Roll Call

The assembly participated in the Pledge of Allegiance.

Pledge of Allegiance

Closed Session

At 6:07 p.m., it was moved by Mrs. Hutson, seconded by Mrs. Turner, that the Board recess to closed session to consider information regarding the appointment, employment, compensation, discipline, performance, or dismissal of specific employees. Upon roll call vote, the following members voted *aye*: Mrs. Densmore, Mrs. Doss, Mrs. Hutson, Mrs. McClelland, Mrs. Turner, and Ms. Giles. Motion carried.

Recess to Closed Session

At 6:29 p.m., it was moved by Mrs. Turner, seconded by Mrs. McClelland, that the Board reconvene to open session. Upon roll call vote, the following members voted *aye*: Mrs. Densmore, Mrs. Doss, Mrs. Hutson, Mrs. McClelland, Mrs. Turner, and Ms. Giles. Motion carried.

Reconvene to Open Session

At 6:40 p.m., it was moved by Mrs. Turner, seconded by Mrs. Densmore, that the floor open to a public hearing regarding the transfer of funds from the Education Fund to the Operation and Maintenance Fund. Upon roll call vote, the following members voted *aye*: Mrs. Densmore, Mrs. Doss, Mrs. Hutson, Mrs. McClelland, Mrs. Turner, and Ms. Giles. Motion carried.

Hearing—Fund Transfer

Ms. Peeks, reported the purpose of the hearing is to approve a Resolution abating \$117,077.29 from the Working Cash Fund to the Educational Fund. A notice was placed in the SouthtownStar, not less than seven and no more than 30 days prior to the hearing. Once the Board has approved this Resolution, the Treasurer's Office will transfer the working cash fund amount to the educational fund, which will then be moved to the Operations and Maintenance Fund, which will clear out the deficit in this fund. She explained that the South Suburban Suburbs were reassessed and tax bills were sent out late. We have not received tax revenue to offset our deficits. The deficit should be removed in January and a decrease in working cash fund will show with this transfer.

At 6:50 p.m., it was moved by Mrs. Hutson, seconded by Mrs. Densmore, that the floor be closed for the public hearing. Upon roll call vote, the following members voted *aye*: Mrs. Densmore, Mrs. Doss, Mrs. Hutson, Mrs. McClelland, Mrs. Turner, and Ms. Giles. Motion carried.

Upon President Giles' recommendation, it was moved by Mrs. Densmore, seconded by Mrs. Turner, that the Board of Education, School District 160, Country Club Hills, Cook County, Illinois, does hereby approve the agenda for the meeting of December 15, 2009. Upon roll call vote, the following members voted *aye*: Mrs. Densmore, Mrs. Doss, Mrs. Hutson, Mrs. McClelland, Mrs. Turner, and Ms. Giles. Motion carried.

Approval of the Agenda

**Approval of Minutes
and Financial Statements**

It was moved by Mrs. Turner, seconded by Mrs. McClelland, that the Board of Education, School District 160, Country Club Hills, Cook County, Illinois, does hereby approve the minutes of its meeting of November 24, 2009. Upon roll call vote, the following members voted *aye*: Mrs. Densmore, Mrs. Doss, Mrs. Hutson, Mrs. McClelland, Mrs. Turner, and Ms. Giles. Motion carried.

Minutes of Meetings
of the Board

It was moved by Mrs. Turner, seconded by Mrs. McClelland, that the Board of Education, School District 160, Country Club Hills, Cook County, Illinois, does hereby make the determination that the need for confidentiality still exists as to all or part of the minutes of the following closed sessions: November 23, 1982 to October 27, 2009. Upon roll call vote, the following members voted *aye*: Mrs. Densmore, Mrs. Doss, Mrs. Hutson, Mrs. McClelland, Mrs. Turner, and Ms. Giles. Motion carried.

Minutes of Closed Session
Biennial Review

It was moved by Mrs. Turner, seconded by Mrs. Densmore, that the Board of Education, School District 160, Country Club Hills, Cook County, Illinois, does hereby approve the disbursement journal—including imprest, accounts payable and payroll expenditures—for December 15, 2009, does thereby authorize payment of expenses itemized therein, to wit:

Disbursement Journal for
the month of December 15, 2009

Fund

Educational	\$	247,378.09
Special Proceeds	\$	5,149.00
Operations/Maintenance	\$	28,501.02
Facility Lease	\$	0.00
Bond & Interest	\$	0.00
Transportation	\$	95,625.65
Site and Construction	\$	0.00
Tort Immunity	\$	65,215.00
Fire Prevention/Safety	\$	4,273.30
<u>Total Accounts Payable</u>	\$	<u>446,142.06</u>

Payrolls

11/24/09	\$	317,876.35
12/11/09	\$	340,167.03
<u>Total Payrolls</u>	\$	<u>658,043.38</u>

Total Disbursement Journal \$ 1,104,185.44

Upon roll call vote, the following members voted *aye*: Mrs. Densmore, Mrs. Doss, Mrs. Hutson, Mrs. McClelland, Mrs. Turner, and Ms. Giles. Motion carried.

It was moved by Mrs. Densmore, seconded by Mrs. McClelland, that the Board of Education, School District 160, Country Club Hills, Cook County, Illinois, does hereby receive and cause to be placed on file financial statements—Summary of Fund Balance, Statement of Position, Statement of Revenue Accounts, and Statement of Expenditure Accounts—for the month ended November 30, 2009. Upon roll call vote, the following members voted *aye*: Mrs. Densmore, Mrs. Doss, Mrs. Hutson, Mrs. McClelland, Mrs. Turner, and Ms. Giles. Motion carried.

Financial Statements for the
Period Ended November 30, 2009

Dr. Earline Scott, Superintendent, congratulated Meadowview School for having the highest ADA at 99.19% for the period from November 1 through 30. Grade level averages were as follows: 3rd grade 99.21%, 4th grade 98.7%, 5th grade 99.38%. Southwood averages were at 98.74% and 98.83%.

**Special Presentation:
Attendance Award**

The annual financial report for the fiscal year ended June 30, 2009, as prepared by the certified public accounting firm of Mulcahy, Pauritsch, Salvador & Co., Ltd., was presented by Edward McCormick. He discussed the written report including a narrative and analysis of the financial activities of the district for the fiscal year ended June 30, 2009, with financial highlights as listed below:

- The assets of the District exceeded its liabilities at the close of the most recent fiscal year by \$1,786,835 (net assets).
- Governmental activities have an unrestricted net assets deficit of \$1,972,610.
- The total net assets of the District increased by \$1,039,256 during fiscal year 2009. The majority of this increase is attributable to the increases in operating grants and contributions and an increase in property tax revenue.
- Fund balance of the District's governmental funds increased by \$1,170,494 resulting in an ending fund balance of \$3,279,576. The majority of this increase is attributable to increases in revenue from federal sources and an increase in property tax revenue..
- During the current fiscal year, the fund balance in the District's General Fund increased by \$1,264,527. Revenues received exceeded expenditures paid by \$1,219,883. Part of the reason for this increase was due to maintaining a "conservative" posture regarding expenditures.
- The District's long-term obligations reported a net decrease from \$10,299,245 to \$10,000,823.

Recognition of Public

Upon Mrs. Densmore's recommendation, it was moved by Mrs. Densmore, seconded by Mrs. Doss, that the public forum part of Recognition of Public be opened. Upon voice vote, Mrs. Densmore declared the *ayes* to prevail. Motion carried.

Public Forum—Opened

The following residents came forward:

- Danny Tolliver, 19053 Canterbury Pl.—Stated he has two sons that go to Sykuta, a daughter at Meadowview and a daughter at Southwood. He has a concern regarding his son at Sykuta, since he has filed a complaint with ISBE Special Education Department, he feels his son is being picked on. His son did not receive breakfast and lunch on one day. He did talk to Mrs. Martin and Dr. Scott. His son did not have breakfast today. Mrs. Jackson told him he was too late to receive breakfast. If administration are not well versed in special education law, they can put the district at jeopardy. He told Mrs. Martin he would not file another complaint, that he would work with the administration.
- Dawn Jackson, 4632 177th St.—Has a daughter at Sykuta and Meadowview. She questions the policy on suspension for being involved in a food fight in the cafeteria. She took a day off work to meet with the principal. Her daughter has been threatened by another girl, the principal told her daughter to stay away from the other student.

Noting that all members of the audience who wished to address the Board were offered the opportunity, and upon Ms. Giles' recommendation, it was moved by Mrs. Hutson, seconded by Mrs. Doss, that the public forum part of Recognition of Public be closed. Upon voice vote, Ms. Giles declared the *ayes* to prevail. Motion carried.

Public Forum—Closed

**Reports of the
Board of Education**

Mrs. Densmore reported the committee met on December 14, 2009. Items such as

Executive Committee

District Improvement Plan, Homework Policy, policy customization services, and closed session minutes, were discussed. The Committee is recommending approval of these items. The next meeting is scheduled for Tuesday, January 12, 6:00 p.m. Please contact Nancy regarding your attendance by 3:00 p.m. on that day.

Mrs. Hutson reported the committee met on December 10, 2009, with Mrs. Mackey and Mrs. Turner in attendance. The questionnaire regarding the insurance broker RFP is due back to Ms. Peeks with any changes or suggestions. The next scheduled meeting is January 14, 6:30 p.m., District Office.

Business Committee

Ms. Giles thanked the City of Country Club Hills, Mayor Welch, and City Manager Mrs. Turner for donating the bus to transport the girls basketball team to Springfield last weekend. Dr. Scott stated the girls basketball team went downstate, but unfortunately, did not win. They have been invited to attend the January board meeting.

President's Report

Ms. Giles reported that she attended NABSE conference, with Arnie Duncan, U.S. Secretary of Education, giving a great presentation. A new award was presented, the Phenomenal Woman Award. Two South Suburban Superintendents were included in this award.

Report of the Superintendent of Schools

Action/Consent Items

Upon Superintendent Scott's recommendation, it was moved by Mrs. Turner, seconded by Mrs. Densmore, that the Board of Education, School District 160, Country Club Hills, Cook County, Illinois, does hereby adopt the following revised policies, with one correction to 6:290, to change the homework weighted percentage from 3% to 15%, as recommended by the Board of Education Executive Committee:

Approval of Policies

- 6:10 – Educational Philosophy and Objectives
- 6:40 – Curriculum Development
- 6:90 – Kindergarten
- 6:240 – Field Trips
- 6:240 AP – Field Trips – Administrative Procedure
- 6:250 – Community Resource Persons and volunteers
- 6:290 - Homework

Upon roll call vote, the following members voted *aye*: Mrs. Densmore, Mrs. Doss, Mrs. McClelland, Mrs. Turner, and Ms. Giles. Motion carried.

Upon Superintendent Scott's recommendation, it was moved by Mrs. Turner, seconded by Mrs. Densmore, that the Board of Education, School District 160, Country Club Hills, Cook County, Illinois, does hereby approve the working draft of Policy 6:185, Remote Educational Program, be placed on public display for thirty days. Upon roll call vote, the following members voted *aye*: Mrs. Densmore, Mrs. Doss, Mrs. McClelland, Mrs. Turner, and Ms. Giles. Motion carried.

Policy 6:185— Remote Education Program

Upon Superintendent Scott's recommendation, it was moved by Mrs. Turner, seconded by Mrs. Densmore, that the Board of Education, School District 160, Country Club Hills, Cook County, Illinois, does hereby adopt Resolution No. 09-286, "Resolution Abating the Working Cash Fund of School District 160, Cook County, Illinois," as presented to the Board of Education, and appended to the official minutes. Upon roll call vote, the following members voted *aye*: Mrs. Densmore, Mrs. Doss, Mrs. Hutson, Mrs. McClelland, Mrs. Turner, and Ms. Giles. Motion carried.

Resolution 09-286— Abating Funds from the Working Cash Fund to the Education Fund

Upon Superintendent Scott's recommendation, it was moved by Mrs. Densmore, seconded by Mrs. McClelland, that the Board of Education, School District 160, Country Club Hills, Cook County, Illinois, does hereby adopt Resolution No. 09-287, "Resolution Directing the Transfer of \$117,077.29 from the Education Fund to the Operations and

Resolution 09-287— Directing the Transfer of Funds from the Education Fund to the Operations and Maintenance Fund

Maintenance Fund”, as presented to the Board of Education and appended to the official minutes. Upon roll call vote, the following members voted *aye*: Mrs. Densmore, Mrs. Doss, Mrs. Hutson, Mrs. McClelland, Mrs. Turner, and Ms. Giles. Motion carried.

Discussion took place regarding the tax levy to be approved in December, and the timing of the meeting to allow for the thirty day window to hold a hearing. It was determined to change the November meeting to Tuesday, November 9. Upon Superintendent Scott’s recommendation, it was moved by Mrs. Densmore, seconded by Mrs. McClelland, that the Board of Education, School District 160, Country Club Hills, Cook County, Illinois, does hereby adopt “Resolution No. 09-288—2010 School Board Meeting Calendar”, for the period January 2010 through December 2010, as corrected and appended to the official minutes of this meeting. Upon roll call vote, the following members voted *aye*: Mrs. Densmore, Mrs. Doss, Mrs. Hutson, Mrs. McClelland, Mrs. Turner, and Ms. Giles. Motion carried.

Resolution 09-288—
School Board Meeting Calendar

Upon Superintendent Scott’s recommendation, it was moved by Mrs. Densmore, seconded by Mrs. McClelland, that the Board of Education, School District 160, Country Club Hills, Cook County, Illinois, does hereby approve the 2010 mileage rate at .50 cents per mile, as set by the Internal Revenue Service, effective January 1, 2010. Upon roll call vote, the following members voted *aye*: Mrs. Densmore, Mrs. Doss, Mrs. Hutson, Mrs. McClelland, Mrs. Turner, and Ms. Giles. Motion carried.

Mileage Rate – 2010

Upon Superintendent Scott’s recommendation, it was moved by Mrs. Doss, seconded by Mrs. Densmore, that the Board of Education, School District 160, Country Club Hills, Cook County, Illinois, does hereby approve the 2009-2010 District Improvement Plan, with the following corrections:

District Improvement Plan

- Page 26, 2nd paragraph, change 93 to 107 full time staff.
- Page 32, remove the duplicate numbers on the left side under the Objectives.
- Page 33, item 3, correct revisw to review.
- Page 37, item 2, correct classrom to classroom.
- Page 43, Add the word Planning as follows: “Corrective Action for Southwood Middle School (Restructuring Planning) include the following Guidelines.

Upon roll call vote, the following members voted *aye*: Mrs. Densmore, Mrs. Doss, Mrs. Hutson, Mrs. McClelland, Mrs. Turner, and Ms. Giles. Motion carried.

Information Items

Dr. Scott reported that as of 10:00 this morning the counts were low. A mailing was sent home to parents as soon as we received the information—accolades to district office for getting this out. Monday a reminder was sent home to parents to return the signature form. Counts were as follows: Meadowview and Southwood each had 75 and Sykuta 50. More forms will be turned in tomorrow.

H1N1

A meeting was held with Chief Kasper, Chief Evans, Mrs. Turner, and the principals regarding the set up of the clinics at each school. Things should go smoothly. The clinics will start at 8:30 a.m.—given the low numbers we don’t know if they will stay the whole day. The shot is for Country Club Hills 160 students, along with parents and siblings, and staff.

**Supplementary Reports—
Administration**

Assistant Superintendent

Sykuta and ISC4

Dr. Jones reported:

Attended a meeting Saturday with Sykuta staff and personnel from ISC4. They looked at the third grade framework and deficits. The goal is to send students to Meadowview who are stronger academically.

Sykuta staff will be meeting for the next two Saturdays to review and revise the curriculum maps. Staff will align their core materials to the standards and frameworks. Dr. Jones will also be in attendance for part of the day to answer any questions. The ultimate goal is to have the curriculum modeled after Target Teach at Meadowview.

Curriculum Mapping

Grade level meetings will be held to model how to use the MAP assessments to differentiate instruction and work with small groups and create flexible groupings based on data.

Curriculum and Instruction

The committee held an informational meeting with parents December 7th concerning the Saturday Enrichment Program for academically talented students in PreK through Grade 9. The program is sponsored by Northwestern University Center for Talent Development. Approximately 12 parents were in attendance. The program sites are located in Evanston, Naperville, and Palatine. The coordinator and presenter, Amy Gyarmathy (who attended school in 160) indicated a desire to have a site for the South suburban area. Homewood-Flossmoor has expressed an interest in being a host site. There is a tuition fee for students to attend both the Saturday School and/or the Summer Program.

Gifted Committee

Dr. Jones referred to her DIBELS and Study Island reports that were distributed to the Board of Education:

Assessment/Data Reports

Table 1: MAP Projected Performance Points Away from 2010 ISAT AYP: shows that in reading we are 11.2 to 24.7 points from AYP in 2010. Math shows a spread from 9.9 for 4th grade to 28.8 in 5th grade. 5th grade is showing extreme deficit scores in both reading and math.

Table 2: Cohort Comparisons, ISAT to MAP Point Differences. This table shows the differences in the cohort scores displayed in graphs 2 and 4. There has been a significant decrease from 4th to 5th grade. 6th to 7th and 7th to 8th grades have made increases in scores.

Table 3: DIBELS 08-09 End of Year to 09-10 Beginning of Year Grade Level Comparison by Number of Students: This table indicates that the number of students who were assessed from the EOY and the BOY remained constant, with the exception of kindergarten, which had a difference of 9 students. 1st and 2nd grades had the most success with improving students with a gain of 14 and 17 students respectively in Benchmark. The scores for kindergarten are not surprising in that they are assessing students who are, in most cases, entering school for the first time and may not have been exposed to the skills being tested. The concern is with third grade. There seems to be little or no movement from the end of last year to the beginning of this year.

Table 4: Represents a grade level summary of performance level breakdown of how our students are performing on Study Island as of 11/4/09. The exceeds column is very low—we need to move from academic warning to meets. According to Study Island not all students are reported, only students who have completed 30 or more questions, which indicates we need to get more students into the program. Students do not have enough computer time during the school day to work on this program.

As a point of information, a letter of intent has been sent for E2T2 grant for individual laptops and notebooks. We are trying to do the best we can with what we currently have. Also, the K-12 virtual schools has Study Island in their program.

Ms. Peeks reported:

Business Manager

The purpose is to zero out the negative balance in fund 60 incurred this summer. Transfers will be implemented with Treasurer's Office. We should see the balance at zero next month. Congratulations to all staff for keeping expenditures aligned with revenues last year.

Abating Funds

As of November 30th, revenues received were \$15,848,730 vs \$13,000,919 in expenditures. As we move through the 2009-2010 school year, we continue to work diligently to reduce expenditures to align with 2009 revenue projections.

Financials

The camera surveillance project contract has been tied up in legal with the architect. Our Representative, Terry Craig, has been contacted to request installation during the winter break.

ADT Project

During winter break the cleaning company will strip and wax floors. Lights, filters, and batteries will be maintained. The maintenance crew will be fulfilling Facility Tree requests.

Cleaning

We continue working with the art teachers to finalize their requests by December 31. We have to have all materials ordered by that time. A kiln has been ordered, we are making sure that it is installed in a safe place.

Art Grant

Mrs. Martin – no report.

Director of Special Services

Dr. Scott reported:

Superintendent of Schools

Commended Dr. Jones for her report and benchmarking and progress monitoring. Dr. Jones compared end of the year DIEBELS. There has been little loss of information between summer and beginning of the school year. Usually you have to re-teach what the student learned at the year end. Students in third grade need challenging, second grade students were low—the third grade students were the second grade students, therefore, the focus is with the little ones, they need to spend more time on computers, but cover all of the core subjects. If we can secure the E2T2 grant, more students will be able to access technology.

Assessment/Data Report

A Parent Forum will be held on January 6, 2010, 6:00 p.m. – 7:30 p.m., at Southwood Middle School. This public forum is to provide parents and community stakeholders the opportunity to assist us in gathering information on school and district restructuring. Flyers will go home with students on Thursday.

Parent Forum

She and Dr Jones met with the IASB Policy Customization Service. Our goal is to have the entire manual revised and completed by June, and to start the new school year with a new policy manual. The first draft will be ready for our review in mid-February. The Executive Committee will look at sections 1,2,3, and 8 first; then, sections 4 and 5; and end with sections 6 and 7. Once our review is complete, it will be put on public display for thirty days, with adoption anticipated by June 30.

IASB Policy Customization Services

She recently attended the National Staff Development Council Conference in St. Louis. Two years ago teachers presented on our after school program at the After School Conference held in Tinley Park. The NSDC is a good venue to toot horns—to possibly have our teachers present. She attended three sessions on the Principal Story, which was featured on PBS and set in Chicago and Pennsylvania. A story showing you how to turn around schools.

NSDC Conference

The Illinois State Board of Education says all administrators must spend 50% of their time

SAMS Project

in classrooms to support teaching and learning. We must focus on how we can better our classroom instruction by having principals available to work with staff during the school day.

The Board of Education has received information regarding the annual school law seminar hosted by Franczek, Radelet, January 30, in Oak Brook. Responses need to be submitted by January 15th.

School Law Seminar

Supplementary Reports— Board of Education

Mrs. Turner reported that there is a grant from US Cellular is available. A school has to be designated for calling in votes—anyone can vote. The Mayor has offered to sponsor a pizza party for the classroom with the most votes. The winner will be announced by February 10—votes need to be in by January 15. A vote count was taken as follows:

US Cellular Grant

Meadowview School: Hutson and McClelland
Southwood School: Turner, Doss, Densmore, Giles

Southwood has been chosen as the school to call in.

Mrs. Turner questioned the traffic pattern at Sykuta. Dr. Scott stated that with the new traffic pattern it seems students are now tardy because it takes a longer time for parents to drop off.

Sykuta Traffic

Mrs. McClelland asked about the uniform policy and possible letting the students not wear uniforms on Fridays. Dr. Scott stated that this can be taken to the Executive Committee to review and bring back to the Board.

Uniform Policy

Dr. Scott invited the Board of Education to the winter concerts:

Winter Concerts

- Southwood, Wednesday, December 16, 5:30 p.m.. The Art Exhibit will immediately follow.
- Sykuta, Thursday, December 17, 9:00 a.m.
- Meadowview, Thursday, December 17, 9:30 a.m.

Mrs. McClelland asked if these programs can be recorded, for those who cannot attend. Dr. Scott will investigate this.

Mrs. Hutson asked if information distributed to the Board can be sent electronically. Dr. Scott reported this will have to be reviewed by the Business Committee before going to the Board.

Electronic Information

Adjournment

It was moved by Mrs. Densmore, seconded by Mrs. McClelland, that the meeting be adjourned. Upon voice vote, Mrs. Densmore declared the *ayes* to prevail. Motion carried. The meeting was adjourned at 8:45 p.m.

J. Kay Giles, President, Board of Education

Jacqueline Doss, Secretary, Board of Education