

Meeting of the Board of Education
Country Club Hills School District 160
Tuesday, February 24, 2009

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

The meeting was called to order by Vice President Oliver at 6:42 p.m. Upon roll call, members Jackson, Mackey, McClelland, Oliver, and Hutson were found to be present. Absent: Densmore and Hutson. 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 6:42 p.m., it was moved by Mrs. Oliver, seconded by Mrs. McClelland, that the Board recess to closed session to consider information regarding the (1) appointment, employment, compensation, discipline, performance, or dismissal of specific employees; (2) collective negotiating matters; (3) security procedures. Upon roll call vote, the following members voted *aye*: Mrs. Jackson, Mrs. Mackey, McClelland, Mrs. Oliver, and Mrs. Hutson. Motion carried.

Recess to Closed Session

At 7:10 p.m., it was moved by Mrs. Oliver, seconded by Mrs. McClelland, that the Board reconvene to open session. Upon roll call vote, the following members voted *aye*: Mrs. Jackson, Mrs. Mackey, Mrs. McClelland, Mrs. Oliver, and Mrs. Hutson. Motion carried.

Reconvene to Open Session

Upon President Hutson's recommendation, it was moved by Mrs. McClelland, seconded by Mrs. Oliver, that the Board of Education, School District 160, Country Club Hills, Cook County, Illinois, does hereby approve the agenda for the meeting of February 24, 2009. Upon roll call vote, the following members voted *aye*: Mrs. Jackson, Mrs. Mackey, Mrs. McClelland, Mrs. Oliver, and Mrs. Hutson. Motion carried.

Approval of the Agenda

**Approval of Minutes
and Financial Statements**

It was moved by Mrs. McClelland, seconded by Mrs. Oliver, that the Board of Education, School District 160, Country Club Hills, Cook County, Illinois, does hereby approve the minutes of its meetings of January 27, 2009 and its Special Meeting of February 17, 2009. Upon roll call vote, the following members voted *aye*: Mrs. Jackson, Mrs. Mackey, Mrs. McClelland, Mrs. Oliver, and Mrs. Hutson. Motion carried.

**Minutes of Meetings
of the Board**

It was moved by Mrs. McClelland, seconded by Mrs. Oliver, 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 February 24, 2009, and does thereby authorize payment of expenses itemized therein, to wit:

**Disbursement Journal for
the month of February 24, 2009**

<u>Fund</u>	
Educational	\$ 388,020.02
Tort Immunity	\$ 0.00
Software	\$ 0.00
Operations/Maintenance	\$ 87,249.52
Facility Lease	\$ 0.00
Fees Debt Service	\$ 0.00
Transportation	\$ 104,543.76
IDES	\$ 5,375.27
<u>Total Accounts Payable</u>	<u>\$ 585,188.57</u>

<u>Payrolls</u>		
02/06/09	\$	424,684.66
02/20/09	\$	429,942.13
<u>Total Payrolls</u>	\$	<u>854,626.79</u>
<u>Total Disbursement Journal</u>	\$	<u>1,439,815.36</u>

Upon roll call vote, the following members voted *aye*: Mrs. Jackson, Mrs. Mackey, Mrs. McClelland, Mrs. Oliver, and Mrs. Hutson. Motion carried.

It was moved by Mrs. Oliver, 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 January 31, 2009. Upon roll call vote, the following members voted *aye*: Mrs. Jackson, Mrs. Mackey, Mrs. McClelland, Mrs. Oliver, and Mrs. Hutson. Motion carried.

Financial Statements for the
Period Ended January 31, 2009

Dr. Scott stated that the attendance award to the school with the highest ADA for the month of January is Meadowview School at 95.53%. In comparing the attendance with last year at this time, districtwide it was 94.3%, this year is 95.80%. So our attendance has improved. Congratulations to Meadowview School!

**Special Presentation:
Attendance Award**

Dr. Jones reported that a district spelling bee for grades 3 – 8 was held on February 12th following building bees where the top three spellers at each grade level were advanced to compete at the district level.

**Special Presentation:
Spelling Bee Winners**

Following the presentation of Certificates of Appreciation to the teachers who worked with the children, medallions were presented to all participants and, in addition to the medallions, the four students who placed highest also received plaques. The children listed below were recognized for their achievement:

Grade 3	Armani Cameron	Samenna Hendricks	Faith Ollie
Grade 4	Amina Allen	Tierra Shannon	Darlana York
Grade 5	Franchika Abey	Janessa Colquitt	Demond Stokes
Grade 6	Uquasia Brown	Taje Ridgell	Dedrick Shannon
Grade 7	Ciarra Collins	Samerria Hendricks	Elyse Tyson
Grade 8	Moshood Adeyemo	Joy Amede	Alynn Franklin

Overall district winners were:

- 5th Grade: Franchika Abey, first
- 8th Grade: Moshood Adeyemo second
- 7th Grade: Elyse Tyson, third
- 6th Grade: Uquasia Brown, fourth

Dr. Scott thanked Shinora Irby and Dr. Amudoaghan for making the spelling bee a success. Mrs. Hutson thanked everyone for their participation.

Joseph McDonnell, Bremen Township School Treasurer, presented his annual report for the fiscal year ended June 30, 2008. He began his report with an explanation of the services provided by the Treasurer's Office to the districts they serve as custodian of their general funds through a pooled investment portfolio. He went on to give an explanation of the strategies, procedures and policies used by his office to ensure maximum investment performance of these funds. Over the past 13 years, they have returned in excess of \$54 million in interest earnings to the school

**Special Presentation:
Joseph McDonnell**

districts they service. In projecting interest earnings for the upcoming fiscal year, he expects returns on a cash basis to decline significantly for three primary reasons: (1) interest rates are at or near historic low levels; (2) several of the callable bonds with higher yields have been or will be called during the upcoming fiscal year, which will decrease the yield on the pooled funds; and, (3) given the current crisis in the economy and great uncertainty in the credit markets, he will continue to invest in short-term conservative investments. He indicated all districts in the south suburbs are finding themselves in a pattern of deficit spending which then manifests itself in a continuing decrease of pooled fund balances from year to year. However, he feels confident the Treasurer's Office will be able to continue to produce favorable rates of return relative to other investment vehicles, and expressed his appreciation to the board for their continued confidence in the services provided by his office. The bill for this school year is \$62,692.72 which is an increase of \$1,300 based on total revenues received.

Recognition of Public

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

Public Forum—Opened

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

Public Forum—Closed

Reports of the Board of Education

In the absence of Mrs. Densmore, Chair, Mrs. Hutson reported that the Business Committee met February 19 to discuss the lease agreement with ADT and going out for bid for janitorial and transportation services. The TAG meeting is scheduled for next week and the summary reports are needed by Friday—either email to Mrs. Hutson or give to Nancy.

Business Committee

Mrs. Oliver, Chair, reported she attended the TAB meeting on February 18 on behalf of the Board of Education.

Executive Committee

Mrs. Hutson thanked everyone for their support the last couple of months with her Dad's passing.

President's Report

Report of the Superintendent of Schools

Personnel Matter

Upon Superintendent Scott's recommendation, it was moved by Mrs. Mackey, seconded by Mrs. McClelland, that the Board of Education, School District 160, Country Club Hills, Cook County, Illinois, does hereby approve the resignation of Swiyah Butler, employee on child rearing leave, effective immediately. Upon roll call vote, the following members voted *aye*: Mrs. Jackson, Mrs. Mackey, Mrs. McClelland, Mrs. Oliver, and Mrs. Hutson. Motion carried.

Resignation—Swiyah Butler

Upon Superintendent Scott's recommendation, it was moved by Mrs. Mackey, seconded by Mrs. McClelland, that the Board of Education, School District 160, Country Club Hills, Cook County, Illinois, does hereby approve the Notice of Remedy for employee 2009-2, and subsequent *Resolution No. 08-268, Authorizing Notice to Remedy*. Upon roll call vote, the following members voted *aye*: Mrs. Jackson, Mrs. Mackey, Mrs. McClelland, Mrs. Oliver, and Mrs. Hutson. Motion carried.

Notice of Remedy

Consent/Action Items

Policy Updates

Upon Superintendent Scott's recommendation, it was moved by Mrs. Oliver, seconded by Mrs. McClelland, that the Board of Education, School District 160, Country Club Hills, Cook County, Illinois, does hereby adopt the following new/revised policies:

- 4:150 Facility Development and Building Programs
- 4:160 Hazardous and Infectious Materials
- 4:160-AP Administrative Procedure-Hazardous and Infectious Materials
- 4:170 Safety
- 4:170-AP1 Administrative Procedure-Comprehensive Safety and Crisis Program
- 4:170-AP2 Administrative Procedure-Criminal Offender Notification Laws
- 4:170-AP3 Administrative Procedure-School Bus Safety Rules
- 4:170-AP4 Administrative Procedure-Emergency Preparedness Response to Homeland Security Codes
- 4:170-AP5 Administrative Procedure-Unsafe School Choice Option
- 4:170-AP6 Administrative Procedure-Plan for Responding to a Medical Emergency at a Physical Fitness Facility
- 4:170-AP6,E1 Exhibit – School Staff AED Notification Letter
- 4:170-AP6,E2 Exhibit – Automatic External Defibrillator Incident Report
- 4:170-AP7 Administrative Procedure – Targeted School Violence Prevention Program
- 4:170-AP7,E2 Exhibit – Threat Assessment Documentation
- 4:170-AP7,E3 Exhibit – Targeted School Violence Prevention and Threat Assessment Education
- 4:170-E1 Exhibit – Accident or Injury Form
- 4:170-E2 Exhibit – Memo to Staff Members Regarding Contacts by Media About a Crisis
- 4:170-E3 Exhibit – Emergency Medical Information for Students Having Special Needs or Medical Conditions Who Ride School Buses
- 4:170-E4 Exhibit – Letter to Parents Regarding Student Safety
- 4:170-E5 Exhibit – Annual School Safety Review
- 4:170-E6 Exhibit – Informing Parents About Offender Community Notification Laws
- 4:180 Pandemic Preparedness
- 4:180-AP1 Administrative Procedure-School Action Steps for Pandemic Influenza
- 4:180-AP2 Administrative Procedure-Pandemic

Upon roll call vote, the following members voted *aye*: Mrs. Jackson, Mrs. Mackey, Mrs. McClelland, Mrs. Oliver, and Mrs. Hutson. Motion carried.

Upon Superintendent Scott's recommendation, it was moved by Mrs. Oliver, seconded by Mrs. McClelland, that the Board of Education, School District 160, Country Club Hills, Cook County, Illinois, does hereby approve the Tax Rate Objection Complaint Settlements for 2003 and 2004 for 2 mils for each year as reviewed by legal counsel in executive session and authorize legal counsel to execute the appropriate settlement order. Upon roll call vote, the following members voted *aye*: Mrs. Jackson, Mrs. Mackey, Mrs. McClelland, Mrs. Oliver, and Mrs. Hutson. Motion carried.

Tax Rate Objections

Upon Superintendent Scott's recommendation, it was moved by Mrs. Oliver, seconded by Mrs. McClelland, that the Board of Education, School District 160, Country Club Hills, Cook County, Illinois, does hereby approve the contract for ADT Select Entry Door as presented. Upon roll call vote, the following members voted *aye*: Mrs. Jackson, Mrs. Mackey, Mrs. McClelland, Mrs. Oliver, and Mrs. Hutson. Motion carried.

ADT Contract Select Entry Door

Dr. Scott stated that even though the form says District Improvement Plan, it is the form the State required us to use for the RtI Plan.

RtI Plan

Mrs. Martin, Director of Special Education Services, referred to page 14 of the Plan. Report card data reveals that students in all subgroups, met the state's adequately yearly progress (AYP) targets. One exception is students with disabilities. They did not make AYP in the area of reading. Sixty-two percent of the students met/exceeded reading standards; and sixty-four percent of the students met/exceeded standards in mathematics.

In reading students in grades 4,5,and 8 are above the adequate yearly progress target of 62.5%. Gains were demonstrated in 3,5, and 7th grades when comparing 2007 scores. Gains were 3.4, 22.0, 10.6, respectively. Students with disabilities demonstrated gains in 3,5,6,7th grades when comparing 2007 scores. Gains were 8.2, 40.4, 4.2, and 13.8, respectively.

In math students in grades 3,4,5, and 8 are above the AYP target of 62.5%. Gains were demonstrated in 3,5, and 8th grades when comparing to 2007 scores. Grades 3,5, and 8 demonstrated a 2.7, 1.6, and 5.6 point gain, respectively. Students with disabilities demonstrated gains in grades 3,5, and 8. Gains were demonstrated at 10.9, 19.7, 13.7, respectively.

Significant improvement is needed to meet the AYP target of 70% in 2009. We must continue targeting students with disabilities in the area of math. Math data from 2008 reveals an AYP score for students with disabilities that is above the safe harbor target. We must continue to target students with disabilities in the area of math.

Dr. Scott stated there are areas to add interventions along with targeted strategies to use along with programs, including a parent involvement component.

Upon Superintendent Scott's recommendation, it was moved by Mrs. McClelland, seconded by Mrs. Oliver, that the Board of Education, School District 160, Country Club Hills, Cook County, Illinois, does hereby approve the RtI Plan to be submitted to the Illinois State Board of Education. Upon roll call vote, the following members voted *aye*: Mrs. Jackson, Mrs. Mackey, Mrs. McClelland, Mrs. Oliver, and Mrs. Hutson. Motion carried.

Information Items

Dr. Scott reported that the Southwest Cook County Cooperative for Special Education has made revisions to the Articles of Joint Agreement. The Articles were also sent to Attorney Hernandez. This item will be brought back for approval at the March meeting.

Articles of Joint Agreement

Dr. Scott reported that this is the first draft of the 2009-2010 school calendar. If there are any additions, deletions, corrections, please call. She and Dr. Jones attend articulation sessions with Rich Township. They are looking at 3/29-4/4 for all Districts to take as Spring Break. This calendar will be brought back with any revisions at the March 24th meeting for a month of public display.

2009-2010 Draft of School Calendar

Supplementary Report

Dr. Jones reported on the following:

Assistant Superintendent

Attended the NCLB Conference recently. The QAR (Question-Answer Relationships) session she attended was given by Ms. Vera Dorthy and was outstanding. Ms. Dorthy will present this session at our February 27th Institute.

NCLB

After School instruction has ended. The administration will meet to analyze data for the effectiveness of the program as it relates to the progress of the participants.

After School

Attended the Real Men Read program at Sykuta and was overwhelmed by the number of men that attended. Good job Sykuta Dream Team!

Real Men Read

<p>The Southwood Counseling department held its Teen Life Awareness program. Presenters spoke to the 8th grade students on various topics. Ms. Kendrick did an outstanding job.</p>	<p>Teen Life Awareness</p>
<p>Due to a time constraint, this report will be postponed for a later time.</p>	<p>DIBELS and Edutest Report</p>
<p>Ms. Peeks reported:</p>	<p>Business Manager</p>
<p>The Read 180 program has been implemented in the five special education self-contained classrooms at Southwood and Meadowview. This is an intensive reading program designed to target those students in need of additional help.</p>	<p>Read 180</p>
<p>We've recently experienced plumbing problems with the bathrooms—students are clogging up the urinals and toilets, which require extensive rodding and replacement parts. This issue was discussed at the recent TAB meeting in that supervision needs to be intensified.</p>	<p>Buildings and Grounds</p>
<p>Met with the representative from Chevron to discuss the results of the initial findings. We also met with our financial advisor, who stated the District is not able to take on a \$5M project at this time, but could possibly work with a \$2M project. The administration will be meeting to discuss the items that are of great necessity, such as roofing.</p>	<p>Feasibility Study with Chevron</p>
<p>During the winter break, staff from our cleaning company completed semi-annual projects . Compliments have been received from staff members as to the completed work, especially the condition of the floors.</p>	<p>Cleaning</p>
<p>We continue to share information with Chevron to assist them in designing a free feasibility study. To date we have provided the most recent audited financial statement, Fund 20 expenditures for the past two years, and additional facilities data. This information is being used by them to develop strategies to upgrade our school buildings without going to referendum.</p>	<p>Chevron Feasibility Study</p>
<p>As of January 31, revenue is slightly ahead of expenditures by approximately \$310,831. Planning for the 2009-2010 budget will begin in March. Dr. Scott and I will look at projected enrollment, goals and projects for 2009, potential savings and areas where reductions must be made in order to balance the budget.</p>	<p>Financials</p>
<p>Mrs. Martin reported on the following:</p>	<p>Director of Special Services</p>
<p>In regards to the many crisis situations that have happened in our community recently, the Crisis Team met with students and staff, gathering information regarding their concerns and fears. The team debriefed after the sessions were over. It was decided that additional training and inservices are needed to assist staff and students with dealing with crisis. I commend the Crisis Team for an excellent job in dealing with this situation.</p>	<p>Crisis Team</p>
<p>Mrs. Martin and her building teams attended four regional trainings. The sessions covered the following topics: (1) Team and Relationship Building; (2) Effective Instructional Strategies; (3) Adaptation and Support Systems and; (4) School, Family and Community Partnerships. Our regional liaison has agreed to meet with us to insure district wide implementation.</p>	<p>LRE</p>
<p>All regional training is complete. Mrs. Wanda Jordan, our regional liaison has been meeting with the assistant principals and myself. Staff was asked to complete required documentation and forward this to Mrs. Jordan. District and building administrators will attend a summit on February 24.</p>	<p>PBIS</p>
<p>As reported earlier, the RtI plan has been completed. Time must now be allotted for</p>	<p>RtI</p>

regular team meetings. I will work with the building principals to insure that this happens.

Dr. Scott reported:

Superintendent of Schools

The District will host the March 23rd articulation meeting. Topics for discussion have included aligning curriculum with the PSAE assessment, developing a joint school year calendar, and building professional development capacity by maximizing resources through multi-district use.

Rich Articulation

Ms. Peeks, Ms. Wilkes, and I attended a Cook County Regional Office of Education Residency meeting today to preview and provide input on the final draft of the Guidelines for Registration, Enrollment and Residency. We will compare the document to our guidelines and bring needed changes to the Board prior to the 2009-2010 registration.

Residency Workshop

In early February, our district was awarded the Arts Implementation Grant, with the first grant cycle beginning November, 2008, and ending June 30, 2009. This is a three year visual arts grant that will enhance our curricular offerings to students.

Arts Implementation Grant

The State will join us during the February 27th teacher institute to mobilize staff around our very own "Learning for All" motto. In early October, we were notified that our district had been identified by the State as having an over-representation of students identified as Students with Disabilities. Based upon the initiatives implemented during the past three years, and information submitted to the State regarding these initiatives, this identification was found as unfounded. Nevertheless, the State will visit us and use a "focus group" format to measure just how inclusive our culture really is.

Teacher Institute

A Focused Monitoring public session will be held Monday, March 16, 2009, 6:00 p.m., at Southwood School, for parents of students with disabilities.

School News

Dr. Scott publicly thanked the staff of Meadowview School for the countless hours that they have been involved in staff development opportunities. The E2T2 grant ended in December and then the School Improvement 2009 grant partnership with Evans Newton, Inc., (ENI) began. One task completed by ENI was the alignment of texts with the State Goals and Standards. The findings revealed that the Reading Text for grades 3-5 is aligned at a 30% level with expected outcomes. Staff are in the process of identifying curriculum to fill the gaps and have worked after school and on Saturdays to complete the tasks.

Meadowview

Also, thank you to the Southwood School staff for their school improvement initiatives. They have been involved in curriculum alignment sessions on Saturdays with Kay Dugen, ISC4 consultant. The staff has also given up their Saturdays to assist students with ISAT preparation and added a required tenth block (period) for students in danger of failing and/or retention.

Southwood

I must also applaud the Sykuta staff for ensuring that students are provided with extended learning opportunities to reinforce their skill development as they prepare for Terra Nova testing. Staff and parents have supported our Study Island initiative both during the school day and in the evenings, at home. Our young people are using technology to enhance their learning!

Sykuta

Thank you to Mr. Macon, Principal, Southwood School, for all his time and effort put in to solicit donations. He has received the round tables and chairs that are here in the media center; lunch tables for the students, and office furniture.

Donations

Supplementary Reports

Mrs. Oliver thanked the Sykuta staff and teachers for the wonderful Real Men Read Program recently held. She was amazed at the number of men in attendance.

Real Men Read

Even though she was not able to attend, Mrs. Hutson congratulated Sykuta for the program as she watched it on the Country Club Hills TB Comcast Cable Station.

Real Men Read

Adjournment

It was moved by Mrs. Oliver, seconded by Mrs. Mackey, that the meeting be adjourned. Upon voice vote, Mrs. Hutson declared the *ayes* to prevail. Motion carried. The meeting was adjourned at 8:12 p.m.

Patricia Hutson, President, Board of Education

Kathleen Jackson, Secretary, Board of Education

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