

Meeting of the Board of Education  
Country Club Hills School District 160  
Tuesday, September 22, 2009

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

The meeting was called to order by President Giles at 6:15 p.m. Upon roll call, members Densmore, Doss [arrived at 6:16 p.m.], McClelland, Turner, and Giles were found to be present. Also in attendance: Superintendent Scott, Assistant Superintendent Jones, and Business Manager Peeks.

**Call to Order and Roll Call**

The assembly participated in the Pledge of Allegiance.

**Pledge of Allegiance**

**Closed Session**

At 6:17 p.m., it was moved by Mrs. Turner, seconded by Mrs. Densmore, that the Board recess to closed session to consider information regarding the (1) appointment, employment, compensation, discipline, performance, or dismissal of specific employees. Upon roll call vote, the following members voted *aye*: Mrs. Densmore, Mrs. Doss, Mrs. McClelland, Mrs. Turner, and Ms. Giles. Motion carried.

**Recess to Closed Session**

At 7:05 p.m., it was moved by Mrs. Turner, seconded by Mrs. Densmore, that the Board reconvene to open session. Upon roll call vote, the following members voted *aye*: Mrs. Densmore, Mrs. Doss, Mrs. McClelland, Mrs. Turner, and Ms. Giles. Motion carried.

**Reconvene to Open Session**

It was moved by Mrs. Densmore, seconded by Mrs. McClelland, that the Board of Education open the floor to a public hearing regarding the proposed FY 10 budget. Upon roll call vote, the following members voted *aye*: Mrs. Densmore, Mrs. Doss, Mrs. McClelland, Mrs. Turner, and Ms. Giles. Motion carried.

**FY 10 Budget Hearing**

Business Manager Peeks reported that we have a balanced budget going forward. Our goals for this school year, as in past years, are to continue to monitor curriculum and allocate resources to support student achievement while controlling expenditures through diligence in spending. Areas of particular focusing are more efficiency in the Operations and Maintenance Fund, and also transportation expenses.

Insufficient school funding in Illinois remains a major obstacle to improving public education for all children. District administrators will continue to explore all avenues of increasing revenue with applying for various grants being the main focus. This year we have been notified of grant approval in some areas only to be later informed that the funding amount has been drastically reduced. It becomes challenging to determine expenditures when amounts of anticipated revenues are in doubt. That being said, we anticipate having three months operating cash on hand by year end as we begin the school year with strong balances in all funds.

Noting that all members of the public were afforded the opportunity to address the proposed FY 10 budget, and upon Ms. Giles' recommendation, it was moved by Mrs. Turner, seconded by Mrs. McClelland, to close the public hearing. Upon roll call vote, the following members voted *aye*: Mrs. Densmore, Mrs. Doss, Mrs. McClelland, Mrs. Turner, and Ms. Giles. Motion carried.

Upon President Giles' recommendation, 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 agenda for the meeting of September 22, 2009. Upon roll call vote, the following members voted *aye*: Mrs. Densmore, Mrs. Doss, Mrs. McClelland, Mrs. Turner, and Ms. Giles. Motion carried.

**Approval of the Agenda**

**Approval of Minutes  
and Financial Statements**

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 minutes of its meeting of August 18, 2009, its Special Meetings of August 25, 2009 and September 17, 2009, its Business Committee Meetings of August 11 and September 3, 2009, and its Executive Committee meeting of September 8, 2009. Upon roll call vote, the following members voted *aye*: Mrs. Densmore, Mrs. Doss, Mrs. McClelland, Mrs. Turner, and Ms. Giles. Motion carried.

It was moved by Mrs. Doss, seconded by Mrs. McClelland, 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 September 22, 2009, does thereby authorize payment of expenses itemized therein, to wit:

<u>Fund</u>	
Educational	\$ 385,680.45
Tort Immunity	\$ 0.00
Software	\$ 0.00
Operations/Maintenance	\$ 63,461.93
Facility Lease	\$ 0.00
Transportation	\$ 3,074.50
Site and Construction	\$ 16,796.67
Fire Prevention/Safety	\$ 257,029.04
IDES	\$ 40,401.00
Fees	\$ 63,350.00
<u>Total Accounts Payable</u>	\$ <u>829,793.59</u>
 <u>Payrolls</u>	
8/21/09	\$ 329,387.19
9/04/09	\$ 299,380.75
9/18/09	\$ 323,412.20
<u>Total Payrolls</u>	\$ <u>942,180.14</u>
 <u>Total Disbursement Journal</u>	 \$ <u>1,771,973.73</u>

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

It was moved by Mrs. Densmore, seconded by Mrs. Doss, 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 August 30, 2009. Upon roll call vote, the following members voted *aye*: Mrs. Densmore, Mrs. Doss, Mrs. McClelland, Mrs. Turner, and Ms. Giles. Motion carried.

**Special Presentation:  
2009 ISAT and Terra Nova Results**

Dr. Jones, using a PowerPoint presentation, offered a comprehensive review of Terra Nova and ISAT test results.

Sykuta, using CTB/Terra Nova as their local assessment, scored as indicated below on the Spring 2009 administration of this test:

In Reading      **Kdg.**    60%    **1<sup>st</sup>**    50%    **2<sup>nd</sup>**    46%  
This represents a 1% increase in kindergarten and first grade and a 1% decrease in second compared with 2008 scores.

In Math            **Kdg.**    67%    **1<sup>st</sup>**    50%    **2<sup>nd</sup>**    44%  
 This represents a 6% increase in kindergarten, 2% increase in first grade and a 4% decrease in second compared with 2008 scores.

With AYP set at 70% for 2009, none of grade levels achieved that goal and, as a result, Sykuta is in its first year of Early Academic Warning.

Meadowview and Southwood, using ISAT as the assessment tool, were expected to score at 70% or higher to achieve AYP (Adequate Yearly Progress). AYP calculations in Illinois are based on three factors:

- The percent of reading and math scores that meet or exceed standards compared to the state's annual targets;
- The participation rate of students taking the state tests, which must meet or exceed 95%; and
- The additional indicators of attendance rates of students in elementary and middle schools, and the graduation rates of students in high schools, which must meet or exceed the annual state targets.

Meadowview, as indicated below, has shown the following growth or deficit:

In Reading – 2009	<b>3<sup>rd</sup></b>	51.9%	<b>4<sup>th</sup></b>	57%	<b>5<sup>th</sup></b>	69.3%
2008		57		63.5		65.7
2007		53		64		44
2006		51		59		46

The four year comparison of reading shows 3<sup>rd</sup> grade scores at the same level as 2006, 4<sup>th</sup> grade showing a slight decrease, and 5<sup>th</sup> grade with significant growth.

In Math – 2009	<b>3<sup>rd</sup></b>	68.8%	<b>4<sup>th</sup></b>	68.3%	<b>5<sup>th</sup></b>	67.3%
2008		73		75		63
2007		70		78		61
2006		75		73		55

These scores reflect decreases at the 3<sup>rd</sup> and 4<sup>th</sup> grade level, and, again, 5<sup>th</sup> grade with significant growth in math.

Comparing Southwood scores, the following was shown:

In Reading – 2009	<b>6<sup>th</sup></b>	70.7%	<b>7<sup>th</sup></b>	59.1%	<b>8<sup>th</sup></b>	65.6%
2008		57		61.8		67
2007		61		51		71
2006		50		53		61

The four year comparison of reading shows significant growth at the 6<sup>th</sup> grade level, 6.1% growth at 7<sup>th</sup>, and 4.6% growth at 8<sup>th</sup>.

In Math – 2009	<b>6<sup>th</sup></b>	57.2%	<b>7<sup>th</sup></b>	56.5%	<b>8<sup>th</sup></b>	58.6%
2008		56.6		49.7		65.9
2007		60		62		60
2006		55		57		57

Math scores reflect modest increases across the board using the four year comparison.

These scores will be disaggregated across the board to determine what the areas of weakness are, at what grade level declines in scores from previous years begin appearing, and strategies needed to correct deficiencies to bring our students not only up to AYP which would be “adequate” but beyond that expectation.

Mr. Macon recapped Sykuta data presented by Dr. Jones in her presentation, and presented a report citing conceived internal and external factors that may contribute to these scores. They include:

- Discipline issues
- Inconsistency in instructional practices involving the five elements of reading
- Over reliance on Reading First as the sole instructional component
- Need for professional development in multi-sensory approach to learning
- Need for more collaborative articulation between Sykuta and Meadowview
- Need for more special education personnel
- Children entering the school system lacking basic early literacy skills
- Students lacking reading strategies

The following factors were presented as strategies to improve AYP at Sykuta School:

- Collaborative instructional articulation between Meadowview as the feeder school for Sykuta students
- Implementation of a researched-based phonics program
- Curriculum based field trips to expose students to life experiences and awareness of community resources
- A paradigm shift in teaching strategies incorporating the daily use of best practices to increase reading and math skills
- Increased professional development in multi-sensory approaches to the inclusion/regular education instructors as an on-going reflection of RTI
- Implementation of mentoring programs to reduce discipline problems and enhance self-esteem
- Increase in personnel to provide strategic assistance where services are needed.

**Principals Merritt and Borishade  
Meadowview and Southwood**

Using a PowerPoint presentation, Ms. Merritt, Principal, Meadowview School, and Dr. Borishade, Principal, Southwood Middle School, collaborated on a summary report of ISAT test results for those two schools. In addition to recapping reading and math scores as presented in Dr. Jones' earlier presentation, they outlined how they will analyze the data and strategies already in place, or to be implemented, to address and correct existing deficits.

Both principals, with input from their staff, cite language, communication, student behavior, and time off tasks as obstacles that must be overcome.

With NWEA, a new standardized assessment software tool, all of their students will be tested and individualized learning plans generated. Teachers will know, student by student, students' strengths and weaknesses, and instruction strategies will be generated tailored to those strengths and weaknesses.

Meadowview's plans to achieve AYP and beyond next year include:

An ACE Supervisor is being hired this evening for Meadowview. In addition to now having a supervisor for in school suspensions, this person will also enforce behavior strategies which should translate into more time on task for these students.

Additionally, Reading First has been part of Meadowview’s curriculum for three years and the grant has been extended for an additional year. Smart Tutor, an online reading and math software program, is also available for use by the students. Study Island, an online ISAT prep program that can be accessed from home or school, is another tool available to generate student data. These resources are in place and will continue to be used.

Target Teach, another assessment tool, provides individual data from the first week of school. It allows teachers to analyze where the child is at the beginning of the school year and produces appropriate instructional material to strengthen weaknesses right from the beginning.

With the available tools mentioned above, staff will pre-test, review and analyze data, align and/or restructure curriculum with mapping completed to reflect steps needed to succeed in ISAT scoring. Meadowview, as the feeder school for Southwood, will have their teachers spend articulation time with Southwood staff to ensure a smoother transition from one school to the next.

Southwood will continue to embrace the initiatives already in place at the building—NWEA, Study Island, Compass Learning, and Accelerated Reading and Math. Additionally, a new strategy, Answer, Work, Explain, some more (AWESOME) is being introduced. The after school program will begin shortly and will provide additional support to those students most in need of improvement.

Administrators and staff will continue to analyze data and use the results to establish and implement instructional strategies. SIP days will be used to review math and reading extended responses, and staff articulation will take place to share what they are doing and the results being seen.

## **Recognition of Public**

Upon Ms. Giles’ recommendation, it was moved by Mrs. Densmore, seconded by Mrs. Densmore, that the public forum part of Recognition of Public be opened. Upon roll call vote, the following members voted *aye*: Mrs. Densmore, Mrs. Doss, Mrs. McClelland, Mrs. Turner, and Ms. Giles. Motion carried.

Public Forum—Opened

Mrs. Densmore introduced Officer Richmond with the Country Club Hills Police Department. Officer Richmond will serve as the School Resource Officer for our district. In addition to his services, two Community Service Officers will be assigned at each school. On a daily basis, one will be posted outside the building and the other assigned inside where he/she will walk the school with the principals to present a unified front seeking to provide a safe and friendly environment to the children. Officer Richmond will be attending board meetings on a monthly basis and looks forward to being directly involved in this partnership forged to encourage a friendly working relationship between the city and school district. Dr. Scott extended her thanks to Chief of Police Evans, Mrs. Turner as City Manager, and the police department for providing this resource to the district.

Partnering with Police Department

Dr. Scott introduced two new staff members—Sylvia Haskin, music teacher, Meadowview School, and Ashley Kuhn, early childhood teacher, Sykuta School. Welcome aboard.

New Staff Members

Dr. Walnetta Amudoaghan, spokesperson for CCHEA, indicated there will be representation at future board meetings by members of that organization. They share the same intent as the administration and board members and want to work together towards the same goal. They are anxious to participate in the after school program, and also networking with parents after hours but they do expect compensation for their efforts.

CCHEA Representation

Michel Nunn, parent, found the ISAT presentation informative but questioned how teachers are assessed to insure they have the necessary capabilities to provide the instruction to enable students to meet AYP and above.

Teacher Assessment

Lisa Rogers, parent, asked that the board consider adding addresses of caretakers to routes as a courtesy to parents who leave early in the morning and rely on sitters to get their children safely off to school.

Bussing Issue

Dr. Scott informed Mr. Nunn and Mrs. Rogers that it is not board procedure to respond to questions addressed during Recognition of Public, but she would be in touch with both of them within the next few days.

Response to Questions

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. Turner, seconded by Mrs. McClelland, that the public forum part of Recognition of Public be closed. Upon voice vote, the following members voted *aye*: Mrs. Densmore, Mrs. Doss, Mrs. McClelland, Mrs. Turner, and Ms. Giles. Motion carried.

Public Forum—Closed

## **Reports of the Board of Education**

Mrs. Densmore, Chair, reported a meeting was held on September 3, with the date of Tuesday, October 13, 6:00 p.m., at the Administration Center set for the next meeting.

Executive Committee

Mrs. Turner, reporting on behalf of Mrs. Hutson, indicated meetings were held August 11 and September 3. The focus of their next meeting will be insurance issues.

Business Committee

Ms. Giles shared information regarding an invitation from Sandra Norwood, PTO President from Rich Township, inviting board members to a continuing articulation meeting between District 160 and one of its feeder districts.

President's Report

## **Report of the Superintendent of Schools**

### **Personnel Matter**

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 resignation of Charles Brown, Cross Categorical teacher, Meadowview School, effective August 24, 2009. Upon roll call vote, the following members voted *aye*: Mrs. Densmore, Mrs. Doss, Mrs. McClelland, Mrs. Turner, and Ms. Giles. Motion carried.

Resignation—Charles Brown

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 reassignment of Dr. Viola Wiley, second grade teacher, to Reading Specialist, Sykuta/Meadowview Schools, for the remainder of the 2009-2010 school year, effective October 13, 2009. Upon roll call vote, the following members voted *aye*: Mrs. Densmore, Mrs. Doss, Mrs. McClelland, Mrs. Turner, and Ms. Giles. Motion carried.

Reassignment—Dr. Viola Wiley

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 employment of Kwadwo Oppong-Wadie as ACE Supervisor at Meadowview School and educational support personnel employee of School District 160, commencing on or about September 24, 2009, said employment based upon: (a) an annual rate of \$21,619.14 [prorated from \$24,629 for 158 days]; (b) an understanding that the foregoing representations are not a guarantee of employment of any defined duration; (c) Mr. Oppong-Wadie's compliance with all applicable laws of the State of Illinois and policies of the Board of Education. Upon roll call vote, the following members voted *aye*: Mrs. Densmore, Mrs. Doss, Mrs. McClelland, Mrs. Turner, and Ms. Giles. Motion carried.

Employment—  
Kwadwo Oppong-Wadie

**Consent/Action Items**

Resolution No. 09-282—  
Approval of 2009-2010 Budget

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. 09-282, Adoption of 2009-2010 Budget*, as presented to the Board of Education, and appended to the minutes. Upon roll call vote, the following members voted *aye*: Mrs. Densmore, Mrs. Doss, Mrs. McClelland, Mrs. Turner, and Ms. Giles. Motion carried.

Recognition of Schools Application

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 annual Recognition of Schools Application for the 2009-2010 school year. Upon roll call vote, the following members voted *aye*: Mrs. Densmore, Mrs. Doss, Mrs. McClelland, Mrs. Turner, and Ms. Giles. Motion carried.

Acceptance of Gift

Upon Superintendent Scott's recommendation, it was moved by Mrs. Densmore, seconded by Mrs. Doss, that the Board of Education, School District 160, Country Club Hills, Cook County, Illinois, does hereby accept the gift of a 32" flat screen TV received from Nielsen Company. Upon roll call vote, the following members voted *aye*: Mrs. Densmore, Mrs. Doss, Mrs. McClelland, Mrs. Turner, and Ms. Giles. Motion carried.

On behalf of the district, Dr. Scott expressed her thanks to Mrs. Turner who was instrumental in arranging for this donation. The TV will be installed in the Media Center at Southwood School where it is sorely needed.

**Information Items**

Dr. Scott reported that effective October 1, 2009, this bill requires the posting of all administrative salaries on the district website.

Senate Bill 2270

As discussed earlier in the evening, this partnership with the Country Club Hills Police Department, as part of a school wide violence initiative, will provide a much needed positive presence of the police and their willingness and availability to help throughout the community.

Partnership with Police Department

**Supplementary Reports**

Dr. Jones reported:

**Assistant Superintendent**

A curriculum and instruction meeting is scheduled for Thursday, September 24, to begin implementation of a Professional Development Plan for the district. This plan is to insure professional activities are in line with the district's and schools' goals. It is necessary to determine how to ensure the best use of data that is collected and analyzed. A "data room" is being created at Meadowview that will enable staff to have at their disposal all necessary data as they work on their School Improvement Plan. This is an initiative she will implement across the district.

Curriculum & Instruction  
Administrative Meeting

We have received initial approval of continuation of the Reading First grant at Sykuta and Meadowview, grades kindergarten through third, in the amount of \$150,000.

Reading First Grant

ISAT reading and math coach books were ordered at the end of the last school year. They have been distributed for use at the appropriate grade levels.

ISAT Coach Books

Ms. Peeks reported:

**Business Manager**

As stated during the Budget Hearing, the emphasis will remain to control spending at every opportunity, and to practice more stringent practices in the Operations and Maintenance Fund.

Financials

<p>Tomorrow will be the kickoff for the Fresh Fruit and Vegetable Program at Meadowview. The money awarded for this program will be used to introduce students to a variety of different fruits and vegetables they might not usually have the opportunity to try. As part of the Wellness Program, components include healthy eating education with money set aside for a nutritionist and other speakers to teach the children about “healthy choices”.</p>	<p>Fruit &amp; Vegetable Grant</p>
<p>Students begin this school year with access to the computer lab that has been upgraded and includes 30 new computers.</p>	<p>Technology</p>
<p>Security updates are being implemented throughout the district as we strive to explore all avenues to prevent loss.</p>	<p>Security Updates</p>
<p>Summer projects are coming to a close and there is a vast improvement in the overall look and feel at the buildings. As she walks throughout the district she sees a sense of pride in the students, and feels we, as a district, have conveyed to them a message of our caring and they, in turn, seem to sense that feeling.</p>	<p>Summer Projects</p>
<p>Registration hours continue on Tuesday, Wednesday, and Thursday of each week between the hours of 10:00 a.m. to 1:00 p.m. Enrollment figures stand at Sykuta – 451; Meadowview – 484; and Southwood – 537.</p>	<p>Registration</p>
<p>Mrs. Martin reported:</p>	<p><b>Director of Special Services</b></p>
<p>A meeting will take place with Sykuta’s administrators, early childhood, and pre-k teachers to finalize the curriculum map. Creative Curriculum is the chosen model which will introduce curriculum designed to prepare the students for entrance into kindergarten.</p>	<p>Early Childhood Curriculum</p>
<p>The first pre-school screening was held on August 18 and 19 at city hall, with another held at Sykuta on September 10, to accommodate parental requests. There are currently 6 students enrolled in the early childhood program, and a total of 29 students in the pre-k morning and afternoon programs.</p>	<p>Screenings</p>
<p>A representative from ISC4 and ISBE’s Project Choices program presented overviews of RtI and Co-Teaching during the August institutes. District RtI and Focused Monitoring Plans were also discussed with staff members. Julie Evans, the Focused Monitoring team leader for our district, will meet with her, the social workers, and psychologist on October 16 for training on Functional Behavior Assessment and Behavior Intervention Plans.</p>	<p>Support Staff / Crisis Team</p>
<p>She and her support staff attended a refresher course on proper reporting of services eligible for reimbursement when provided through IEP dictates.</p>	<p>Fee-for-Services</p>
<p>Dr. Scott reported:</p>	<p><b>Superintendent of Schools</b></p>
<p>The student enrollment figures for this year show 1,492 enrolled, as compared to 1,529 from last year. While the figure is lower than last year, registration is continuing and students are still being entered into the system.</p>	<p>Enrollment</p>
<p>Open Houses at all buildings have taken place and she commended administrators and staff on how well they were conducted. Book fairs that were held during these evenings were phenomenal.</p>	<p>Open House</p>
<p>Southwood has entered into an Engineering Academy Partnership with IDOT that will target 8<sup>th</sup> grade students. Up to seventy-two students will have the opportunity to work on a civil engineering project, using math and science applications as it relates to the civil engineering field, under the guidance of IDOT personnel. The project, which will begin in October and run for 10 weeks, will culminate in competitions at the regional, state, and national levels.</p>	<p>IDOT Engineering Academy</p>

Sykuta School will host their first Grandparents Day on Friday, September 25. A thank you was extended to Mr. Macon and Mrs. Jackson for bringing this event to fruition.

Grandparents Day

A letter has been received from the Cook County Department of Public Health inquiring as to whether we would be interested in partnering with them for administration of the first dose of the H1N1 vaccine. This matter will be brought before the Executive Committee for discussion and then back to the board in October.

Flu Vaccine

As she looks around the room tonight, she sees board members, administrators, parents, and teachers—all stakeholders instrumental in helping our students achieve. A thank you was extended to all as we strive to make AYP and beyond.

Making AYP

### **Supplementary Reports**

Mrs. Densmore reminded board members of the IASB dinner on October 7, and of the need to notify Nancy if they are planning to attend.

IASB Dinner

Ms. Giles took this opportunity to support Dr. Scott's earlier statement regarding AYP and all the stakeholders working together towards that target.

AYP

### **Adjournment**

It was moved by Mrs. Densmore, seconded by Mrs. MClelland, that the meeting be adjourned. Upon voice vote, Ms. Giles declared the *ayes* to prevail. Motion carried. The meeting was adjourned at 8:47 p.m.

---

J. Kay Giles, President, Board of Education

---

Jacqueline Doss, Secretary, Board of Education