

Meeting of the Board of Education  
Country Club Hills School District 160  
Tuesday, April 26, 2011

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

The meeting was called to order by President Giles at 6:10 p.m. Upon roll call, members Densmore, Hutson, Young, and Giles were found to be present. [Doss arrived at 6:20 p.m. and McClelland at 6:25 p.m.]. Absent: Turner. Also in attendance: Superintendent Dr. Scott and attorney Michael Hernandez.

**Call to Order and Roll Call**

The assembly participated in the Pledge of Allegiance.

**Pledge of Allegiance**

**Closed Session**

At 6:10 p.m., it was moved by Mrs. Hutson, seconded by Mrs. Young, that the Board recess to closed session to consider information regarding: (1) the appointment, employment, compensation, discipline, performance, or dismissal of specific employees; (2) litigation; (3) the sale or purchase of securities and/or investments. Upon roll call vote, the following members voted *aye*: Mrs. Densmore, Mrs. Hutson, Mrs. Young, and Ms. Giles. Motion carried.

**Recess to Closed Session**

Mrs. Doss was seated at 6:20 p.m., and Mrs. McClelland at 6:25 p.m.

At 7:02 p.m., it was moved by Mrs. Young, 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. Young, and Ms. Giles. Motion carried.

**Reconvene to Open Session**

**Action Taken Out of Closed Session**

It was moved by Mrs. Densmore, seconded by Mrs. Doss, that the Board of Education of Country Club Hills School District 160 direct the Superintendent to prepare a response to the Article XVI Grievance concerning Lane and Step Placement reviewed in executive session by the Board of Education. Said response shall affirm the previous level Grievance determination, maintaining the employee's Lane and Step placement. Upon roll call vote, the following members voted *aye*: Mrs. Densmore, Mrs. Doss, Mrs. Hutson, Mrs. McClelland, Mrs. Young, and Ms. Giles. Motion carried.

**Settlement of Grievance**

Upon President Giles' recommendation, it was moved by Mrs. Densmore, seconded by Mrs. Hutson, that the Board of Education, School District 160, Country Club Hills, Cook County, Illinois, does hereby approve the agenda for the meeting of April 26, 2011. Upon roll call vote, the following members voted *aye*: Mrs. Densmore, Mrs. Doss, Mrs. Hutson, Mrs. McClelland, Mrs. Young, and Ms. Giles. Motion carried.

**Approval of the Agenda**

**Approval of Minutes and Financial Statements**

It was moved by Mrs. Densmore, seconded by Mrs. Hutson, that the Board of Education, School District 160, Country Club Hills, Cook County, Illinois, does hereby approve the minutes of its meeting of March 22, 2011, its Special Meetings of March 24, 2011 and April 18, 2011, its Business Committee meeting of March 17, 2011, and its Executive Committee meeting of April 19, 2011. Upon roll call vote, the following members voted *aye*: Mrs. Densmore, Mrs. Doss, Mrs. Hutson, Mrs. McClelland, Mrs. Young, and Ms. Giles. Motion carried.

**Minutes of Meetings of the Board**

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 disbursement journal—including imprest, accounts payable and payroll expenditures—for April 26, 2011, and does thereby authorize payment of expenses itemized therein, to wit:

**Disbursement Journal for the month of April 26, 2011**

Fund

Education	\$	239,655.04
Special Proceeds	\$	100.00
Operations/Maintenance	\$	46,795.85
Principle & Interest	\$	8,352.00
Transportation	\$	96,949.40
<u>Total Accounts Payable</u>	\$	<u>391,852.29</u>

Payrolls

03/25/11	\$	301,527.27
04/15/11	\$	301,908.81
<u>Total Payrolls</u>	\$	<u>603,436.08</u>

<u>Total Disbursement Journal</u>	\$	<u>995,299.37</u>
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Upon roll call vote, the following members voted *aye*: Mrs. Densmore, Mrs. Doss, Mrs. Hutson, Mrs. McClelland, Mrs. Young, 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 March 31, 2011. Upon roll call vote, the following members voted *aye*: Mrs. Densmore, Mrs. Doss, Mrs. Hutson, Mrs. McClelland, Mrs. Young, and Ms. Giles. Motion carried.

Financial Statements for the  
Periods Ended March 31, 2011

Dr. Scott announced that the attendance award is given to the school with the highest ADA. For the month of March, 2011, the highest daily attendance was Southwood at 95.44%. Congratulations to Southwood administration and staff for a job well done!

**Special Presentation:  
Attendance Award**

**Recognition of Public**

Upon Ms. Giles' recommendation, it was moved by Mrs. Densmore, seconded by Mrs. Young, 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. Hutson, Mrs. McClelland, Mrs. Young, and Ms. Giles. Motion carried.

Public Forum—Opened

- Noreen Heidelberg, 19208 Pine Dr., voiced her concern about what she perceives as discipline problems at Sykuta, including inappropriate language and behavior. She feels that if the children had the opportunity to visit with each other during lunch that freedom could work positively with discipline issues. She further stated she is disappointed in the textbooks the children are given because they tend to fall apart no matter how well they are taken care of.
- Tracy Taylor, 4823 Summerhill, is concerned because her child was injured during a gym class, and there was no notification by the teacher or school administrators regarding the incident. She feels steps need to be instituted to ensure a safe environment for the children during classes, including addressing the issue of bullying. Lastly, she inquired about test results and whether Sykuta had made AYP this school year.

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

Public Forum—Closed

**Reports of the  
Board of Education**

**Executive Committee**

While not in attendance, Mrs. Densmore reported the committee met on Tuesday, April 19, with Mrs. McClelland, Ms. Giles and Dr. Scott attending. Ms. Giles reported the focus of that meeting was curriculum and, in particular, music. Dr. Scott gave an overview of the Davis Music Curriculum, the recommended framework for updating the music curriculum. The next scheduled meeting is May 10, 6:15 p.m., District Office.

**Business Committee**

Mrs. Hutson reported the Business Committee met on Wednesday, April 20. Mrs. Young, Dr. Scott, and Ms. Peeks were also in attendance. Agenda items discussed included the building inspections conducted by Mrs. Hutson and Mrs. Young, and the punch list created as a result of these inspections; life safety projects; review of bills payable for the month; the student Web Portal; and the preliminary preparation of the 2011-2012 budget.

Mrs. Densmore requested an update on the sale of the Loretto Lane property. Ms. Peeks indicated there had been a prospective buyer but nothing further has been forthcoming so at this point there are no outstanding offers.

**President's Report**

Ms. Giles indicated feedback regarding the National School Board Association Conference in California will be shared during supplementary Board of Education reports later in the meeting.

**Report of the Superintendent of Schools**

Consent Agenda

Upon Superintendent Scott's recommendation, it was moved by Mrs. McClelland, seconded by Mrs. Young, that the Board of Education, School District 160, Country Club Hills, Cook County, Illinois, does hereby approve the consent agenda as follows:

- The employment of Theresa Theus, Physical Education teacher, Sykuta School, effective April 6, 2011, at a salary of \$8,815.95, Step 1/Level 5, [prorated for 45 days from \$35,264].
- The adoption of the following new and/or revised policies:
  - 2:140 – Communications to and from the Board
  - 2:250 – Access to District Public Records
  - 3:50 – Administrative Personnel Other Than the Superintendent
  - 3:60 – Administrative Responsibility of the Building Principal
  - 4:15 – Identity Protection
  - 5:150 – Personnel Records
  - 5:200 – Terms and Conditions of Employment and Dismissal
  - 5:300 – Schedules and Employment Year
  - 6:150 – Home and Hospital Instruction
  - 6:160 – English Language Learners
  - 6:185 – Remote Educational Program
  - 6:190 – Extracurricular and Co-Curricular Activities
  - 7:260 – Exemption from Physical Activity
  - 7:280 – Communicable and Chronic Infectious Disease
  - 8:110 – Public Suggestions and Concerns

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

Upon Superintendent Scott's recommendation, it was moved by Mrs. Young, seconded by Mrs. McClelland, that the Board of Education, School District 160, Country Club Hills, Cook County, Illinois, does hereby approve salary increases for the administration, as amended and discussed during closed session, for the 2011-2012 school year. Upon roll

Salary Increases for Administration

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

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 approve salary increases for the Educational Support Personnel for the 2011-2012 school year, as discussed during closed session. Upon roll call vote, the following members voted *aye*: Mrs. Densmore, Mrs. Doss, Mrs. Hutson, Mrs. McClelland, Mrs. Young, and Ms. Giles. Motion carried.

Salary Increases for  
Educational Support Personnel

Upon Superintendent Scott's recommendation, it was moved by Mrs. Young, seconded by Mrs. McClelland, that the Board of Education, School District 160, Country Club Hills, does hereby approve the proposal from Pearson, for student information services hosted locally at Net56, effective the 2011-2012 school year, at a total cost of \$48,800.00, which includes—

Pearson / Powerschool

License/Subscription Fees:	\$25,200.00
Professional Services:	\$ 9,600.00
Training Services:	\$14,000.00
Total Initial Cost:	\$48,800.00

Estimated On-Going Costs, annually, for maintenance and support	\$ 6,300.00
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Upon roll call vote, the following members voted *aye*: Mrs. Densmore, Mrs. Doss, Mrs. Hutson, Mrs. McClelland, Mrs. Young, and Ms. Giles. Motion carried.

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 Master Service agreement with Net56, as approved by the Business Committee, for the period July 1, 2011 through June 30, 2016. Upon roll call vote, the following members voted *aye*: Mrs. Densmore, Mrs. Doss, Mrs. Hutson, Mrs. McClelland, Mrs. Young, and Ms. Giles. Motion carried.

Net56 Master Service Agreement

Dr. Scott Reported:

**Information Items**

The first draft of the 2011-2012 school calendar is included in the board packet for review. As presented, the first day of student attendance is August 24 and the last day of the school year would be June 1, barring any snow days. There are 4 scheduled institutes during the year: August 22, 23, November 23, and February 7. Staff members have elected working on December 22 in exchange for an earlier end to the school year. District 228 will be off on that date while District 227 will actually be out that entire first week of January. Classes will resume on January 5. Our spring recess in March will follow the same schedule as both feeder districts. For the first time the district would be closed on the Monday after Easter in addition to the Friday before Easter. This draft will be presented for approval at the next board meeting.

Draft of 2011-2012 School Calendar

The first annual district fine arts presentation: *Connections: A Celebration of the Arts*, has been scheduled for Tuesday, May 17, 6:00 p.m., at Southwood School. In addition to showcasing the talents of the choir and bands, students' art work will be displayed on the walls or tables during the program. Under the direction of Dr. Jones and Mrs. Jackson, a silent auction will take place to bid on the art work.

Fine Arts Presentation

The following events have been scheduled for our eighth graders leading up to graduation on Friday, May 27. Each graduate will receive 6 tickets to the graduation.

Graduation Update

- May 20 – Dinner dance – Tinley Park Convention Center – 6:00 p.m. – 11:00 p.m.
- May 25 – Ribbon Pinning ceremony – Southwood School – 8:30 a.m. – 10:30 a.m.
- May 27 – Picnic – opportunity to wear class t-shirts and have autograph book signed

This year's summer school program will begin on June 13 and run through June 30 with classes being held at each building, and funding provided mainly through Title I funds. Conducting the program at the schools will provide the opportunity to address common areas of student needs. Finalization of class lists are expected to be completed by May 9.

Senate Bill 7 is an education reform initiative primarily intended to connect teacher hiring and dismissal to teacher performance. Most school districts will be required to have a new performance evaluation process for teachers and administrators by September 1, 2016. Other stipulations included in the bill are:

Establishing a survey of learning conditions to provide feedback from teachers and students addressing the instructional environment within the schools. This is an instrument already in place in District 160.

Requiring school board members to receive a minimum of four hours of professional development leadership training within one year of assuming the position.

Requiring school districts and teachers' unions, if either party or a mediator declares that contract negotiations are at an impasse, to make a final contract offer within 7 days. If no settlement is reached during that period, final offers will be made public. If there is still no agreement after the public period, the teachers' union may issue an intent-to-strike notice.

Authorizing the State Superintendent of Education to suspend, revoke, or limit an individual's teaching certificate for incompetency.

Replacing teacher "seniority" with a process for measuring teacher performance regarding the filling of new and vacant positions.

Teacher Reductions in Force (RIF) and teacher recall procedures would be changed from one based solely on "seniority", to one based on performance evaluations. This change would be effective beginning the 2011-2012 school year.

Tenured teachers being dismissed could request a hearing and that a hearing officer be selected by the school board with the board being responsible for fees and costs of the hearing officer.

In continuing efforts to create and maintain a safe environment for students and staff a meeting was held with our architectural firm to address areas of concern and proposed solutions at each building. Specs were drawn detailing necessary structural changes necessary to ensure visitors entering and leaving the buildings have followed established protocol. Another item of concern involves the drop off/pick up area at Sykuta. As it is now, the traffic flow creates a hazardous situation for students being dropped off or picked up. The architects have designed two alternative scenarios: expand the current area or create a supporting area, or create a second drop off area off of Ravisloe Terrace. These two proposals will be further discussed by the Business Committee and a recommendation will be brought to the board at the next meeting.

Mrs. Hutson and Mrs. Young, as members of the Business Committee, were commended for the time devoted doing building inspections, identifying areas of concern, taking pictures to support their claims, and presenting the information to Ms. Peeks. This information will be most helpful in prioritizing and developing a punch list for the maintenance staff.

Mrs. Hutson asked if she could receive copies of the building floor plans. These will be distributed to all board members.

**Supplementary Reports—  
Administration**

**Business Manager**

Ms. Peeks reported:

Technology

EduLink, the automated dialing system training has been completed by Administrators and secretaries.

EduLog, the transportation system, is being updated to more accurately assist building staff in the assignment of bus routes.

Building and Grounds

Mrs. Hutson and Mrs. Young were again commended for the diligence they showed in conducting building by building inspections, and supporting these reports with pictures documenting their findings. This information will prove very helpful to the Business Office in planning life safety projects for the summer months.

Food Service

A second meal choice “pilot” program has been initiated at Southwood Middle School. Data will be gathered to determine if lunch participation increases as a result of this additional offering.

Conducting summer school at each building will provide the opportunity to expand the free breakfast and lunch programs in place during the summer. Hopefully, this change will lead to increased participation and more children, who possibly don’t receive adequate nourishment, will be serviced.

Transportation

A meeting with Cook Illinois and the assistant principals from each school took place on March 23<sup>rd</sup>. These regularly scheduled meetings provide the district and the bus company the opportunity to address issues and concerns on both sides, and having this open communication is proving to be beneficial for all concerned.

Horton Group

A meeting has been scheduled with the Horton Group on Friday, April 29<sup>th</sup>. At that time, the request will be made to “shop” our plan to carriers during the negotiation phase, in view of the fact that projections indicate we may be looking at double digit cost increases.

Budget

A tentative budget timeline was discussed at the Business Committee meeting. Administrators will be involved during the planning of the budget and have been requested to submit purchase requests for the next school year based on want, need, and wish.

AT&T

The district has been assigned a claim number and will be appointed a representative to facilitate resolution of our questions/concerns regarding our charges. To date, two TI lines have been cancelled resulting in a savings of \$197.14 a month.

Financials

As of March 31<sup>st</sup>, revenues were at \$15,070.375, with expenditures at \$12,761.629.

**Director of Special Services**

Mrs. Martin reported:

Read 180

Training on the newest update to the READ 180 program, Next Generation, is being scheduled for sometime in May, along with training on System 44, a component targeting students struggling and whose needs cannot be met with the level of instruction taught with READ 180.

PBIS

PBIS will be instituted district wide for the 2011-2012 school year. An administrator from each school will be required to sign a contract which is then forwarded to ISBE.

Early Childhood

Along with early childhood teachers, she attended a four day workshop where extensive training on components of teaching Strategies GOLD was received. This system measures the knowledge skills and behaviors most predictive of school success from birth to kindergarten.

Dr. Scott:

**Superintendent of School**

Reminded members of the Special Meeting scheduled for May 3, 6:00 p.m., Southwood, for the purpose of accepting the results of the April 5, 2011 election, and electing three members of the Board for four year terms.

Special Meeting

Stated the SCOPE Spring dinner meeting is scheduled for Wednesday, April 27, 2011.

SCOPE Spring Dinner Meeting

Presented the new upgraded diploma covers that will be used for the first time this year, and also a memory book for eighth graders. This memory book was created for the students as a remembrance of their grammar school years, and as a replacement of the yearbook which had been eliminated a number of years ago.

Graduation Covers / Memory Books

Informed board members that each graduate will receive 6 tickets to the graduation ceremony.

Graduation Tickets

**Supplementary Reports—  
Board of Education**

Comments from board members who attended the NSBA Conference in California included the following:

NSBA Conference

Mrs. Densmore attended a session on bullying, a topic of concern voiced by many of those in attendance. She further stated we do have a policy in effect that addresses the issue.

Mrs. Young attended a session on Common Core standards with the focus being on implementing nationwide standards that will provide an easy transition for students moving from one state to another.

Mrs. McClelland stated that concept is also under consideration for music – her area of expertise.

Mrs. Hutson said she enjoyed the opportunity to network with other board members and administrators. She had the opportunity to attend a session conducted by Robert Jackson addressing cyber bullying and facebook, a presentation she would like to see presented in our district, perhaps in conjunction with District 227.

Mrs. Doss also attended a session on Common Core standards and, while she had thought the district was behind in achievement, was surprised to learn of other struggling districts. She also enjoyed meeting and having dialogues with board members from other areas.

Ms. Giles enjoyed having the opportunity to attend a law conference where items discussed included bullying and harassment, health care reform, teacher tenure, and teacher and superintendent evaluations.

Mrs. Densmore presented a plaque received from the Superintendent's Commission Conference for the district's support of the Conference through the years. Scholarships in the amount of \$25,000 have been awarded through this annual event.

Superintendent's Commission  
Conference

Dr. Scott mentioned other superintendents made a point of approaching her to commend the performance by our students in the choir. Their presentation was phenomenal. Ms. Giles extended her thanks to Southwood staff for coordinating this performance.

Mrs. Densmore reported local school boards are invited to submit resolutions for the 2011 Delegate Assembly. The deadline to do so is June 22. If the Board wishes to put forth ideas to the state board they must submit their proposals in a timely manner. Also, in June the Delegate Assembly will reorganize with every board entitled to send one delegate to the assembly to sit on the board.

IASB Resolution

**Adjournment**

It was moved by Mrs. Densmore, seconded by Mrs. McClelland, that the meeting be adjourned. Upon voice vote, all members voted aye. The meeting was adjourned at 8:16 p.m.

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J.Kay Giles, President, Board of Education

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Jacqueline Doss, Secretary, Board of Education

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