

Meeting of the Board of Education
Country Club Hills School District 160
Monday, February 27, 2012

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

The meeting was called to order by President Giles at 6:12 p.m. Upon roll call, members Densmore, Hutson, McClelland, Turner, and Giles were found to be present. Mrs. Young was seated at 6:25 p.m., and Mrs. Doss at 6:40 p.m. Also in attendance: Superintendent Dr. Scott. Mr. Dean was seated at 6:57 p.m.

Call to Order and Roll Call

The assembly participated in the Pledge of Allegiance.

Pledge of Allegiance

Closed Session

At 6:13 p.m., it was moved by Mrs. McClelland, seconded by Mrs. Turner, that the Board recess to closed session to consider information regarding: (1) the appointment, employment, compensation, discipline, performance, or dismissal of specific employees; (2) collective bargaining; (3) public office vacancy; (4) hearing evidence or testimony; (5) real property; (6) setting price for real property; (7) securities and/or investments; (8) security procedures; (9) student disciplinary cases; (10) placement of students in special education; (11) litigation; (12) establishment of reserves or settlement of claims; (13) self-evaluation, practices and procedures or professional ethics; (14) minutes of meetings. Upon roll call vote, the following members voted *aye*: Mrs. Densmore, Mrs. Hutson, Mrs. McClelland, Mrs. Turner, and Ms. Giles. Motion carried.

Recess to Closed Session

At 7:10 p.m., it was moved by Mrs. Doss, 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, Mrs. Young, and Ms. Giles. Motion carried.

Reconvene to Open Session

Mrs. Martin, Director of Special Education, was seated.

Upon President Giles' recommendation, it was moved by Mrs. Doss, 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 February 27, 2012. Upon roll call vote, the following members voted *aye*: Mrs. Densmore, Mrs. Doss, Mrs. Hutson, Mrs. McClelland, Mrs. Turner, Mrs. Young, and Ms. Giles. Motion carried.

Approval of the Agenda

**Approval of Minutes
and Financial Statements**

It was moved by Mrs. Hutson, seconded by Mrs. Doss, that the Board of Education, School District 160, Country Club Hills, Cook County, Illinois, does hereby approve the minutes of its meeting of January 23, 2012, its Special Meetings of January 6, 2012, February 6, 2012, and February 17, 2012 (as corrected to indicate Mrs. Densmore was not in attendance and, therefore, did not make a motion for Approval of Agenda), and its Business Committee Meeting of February 21, 2012. Upon roll call vote, the following members voted *aye*: Mrs. Densmore, Mrs. Doss, Mrs. Hutson, Mrs. McClelland, Mrs. Turner, Mrs. Young, and Ms. Giles. Motion carried.

Minutes of Meetings
of the Board

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 the disbursement journal—including imprest, accounts payable and payroll expenditures—for February 27, 2012, and does thereby authorize payment of expenses itemized therein, to wit:

Disbursement Journal for
February 27, 2012

Fund

Education	\$	237,653.95
Special Proceeds	\$	100.00
Operations/Maintenance	\$	67,746.91
Bond & Interest	\$	600.00

Transportation Fund	\$	57,076.60
Site and Construction	\$	17,259.00
Tort Immunity	\$	12,285.74
<u>Total Accounts Payable</u>	\$	<u>392,722.20</u>

Payrolls

01/20/2012	\$	309,080.84
02/03/2012	\$	334,986.86
02/17/2012	\$	346,060.19
<u>Total Payrolls</u>	\$	<u>990,127.89</u>

<u>Total Disbursement Journal</u>	\$	<u>1,382,850.09</u>
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Upon roll call vote, the following members voted *aye*: Mrs. Doss, Mrs. Hutson, Mrs. McClelland, Mrs. Turner, Mrs. Young, and Ms. Giles. *Abstain*: Mrs. Densmore. 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 January 31, 2012. Upon roll call vote, the following members voted *aye*: Mrs. Densmore, Mrs. Doss, Mrs. Hutson, Mrs. McClelland, Mrs. Turner, Mrs. Young, and Ms. Giles. Motion carried.

Financial Statements for the
Period Ended January 31, 2012

Dr. Scott announced that the attendance awards for both December and January would be presented due to problems with the data base during December. With a 93.97% ADA for December the award was presented to Southwood, and Meadowview with an ADA of 93.67% received the award for January.

**Special Presentation:
Attendance Award**

Dr. Scott, along with Dr. Borishade, presented a plaque to Ezenna C-Madu, seventh grade, for his first place win in the District Spelling Bee. Additionally, Ezenna went on to place 4th in the Regional Spelling Contest, an accomplishment Dr. Scott was especially pleased to report. This marks the first time a student from the district placed at the regional level. Ms. Pam King was recognized for her work as the facilitator of the bee at Southwood.

**Special Presentation:
District Spelling Bee Winner**

Dr. Scott, on behalf of the board, extended congratulations to Coach Petella and members of the seventh grade basketball team for their stellar season. In addition to winning the regional and sectional championships, they went on to place fourth at the state level. With the assistance of Board President Giles, Dr. Borishade presented individual trophies to the boys and a larger trophy which will be placed in the display case at the school was presented to Coach Petella. He then gave a short synopsis of their season, including the highlights and also the ups and downs leading to their winning season. In addition to their athletic prowess, the entire team kept their playing eligibility by academically maintaining a score of 85% or above on Study Island. Additionally, Coach Petella was proud to report that, as a team, they maintained an overall 2.75% GPA.

**Special Presentation:
IESA Sectional Championship**

Dr. Scott read a letter received by Dr. Borishade announcing that Coach Petella has been named co-coach of the year by the IBCA District Junior High Boys' Basketball Association. He will be inducted at a dinner on Saturday, April 28, at Illinois State University.

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. Turner, Mrs. Young, and Ms. Giles. Motion carried.

Public Forum—Opened

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. Doss, seconded by Mrs. McClelland, 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. Turner, Mrs. Young, and Ms. Giles. Motion carried.

Public Forum—Closed

**Reports of the
Board of Education**

Mrs. McClelland stated there was no report.

Executive Committee

Mrs. Hutson reported the committee met on February 21. Agenda items included review of Accounts Payable and the upcoming bid proposals for boiler replacements at Meadowview and Southwood, transportation, and cleaning services.

Business Committee

Ms. Giles stated that, as she has done in the past, she will be reading proposals for the school board convention. She also reminded board members of the upcoming Superintendents Commission and, schedules permitting, invited them to try to attend the dinner on March 23 when board members will be honored.

President's Report

Report of the Superintendent of Schools

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 consent agenda as follows:

Consent Agenda

- The employment of John Muransky, Maintenance, District, effective February 6, 2012, at a salary of \$35,000 (260 days), prorated to \$13,866 for 103 days (remainder of days to June 30, 2012).
- Does hereby adopt the following new and/or revised policies:
 - 2:240 Access to District Public Records
 - 3:60 Administrative Responsibility of the Building Principal
 - 5:90 Abused and Neglected Child Reporting
 - 5:200 Terms and Conditions of Employment and Dismissal
 - 5:240 Suspension
 - 6:60 Curriculum Content
 - 6:150 Home and Hospital Instruction
 - 7:305 Student Athlete Concussions and Head Injuries
- Does hereby accept the following donations:

Andrews Printing	\$100.00
ATC Healthcare	Unspecified door prizes
Carroll Seating Company	4 tickets – Cubs game – 9/16/12
Chicago Wolves	2 tickets to hockey game
DeTella Planera Architects	\$1,000.00 + 4 tickets – Sox game
Metropolitan Corporation	\$50.00
National Beta Club	Nylon / fleece travel blanket
Net56	Apple I-Pad
Perfect Cleaning Service	\$200.00
Precision Control Systems	\$500.00
Super Duper Publications	Unspecified door prizes
Zaner Bloser	\$150.00

Mrs. Densmore inquired about the donations received and was informed they were solicited by Ms. Merritt, and will be used to support the upcoming teacher institute.

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

Upon Superintendent Scott's recommendation, it was moved by Mrs. Densmore, seconded by Mrs. Young, that the Board of Education, School District 160, Country Club Hills, Cook County, Illinois, does hereby approve the administrative assignments for the 2012-2013 school year as recommended by the Superintendent in closed session. Upon roll call vote, the following members voted *aye*: Mrs. Densmore, Mrs. Doss, Mrs. Hutson, Mrs. McClelland, Mrs. Turner, Mrs. Young, and Ms. Giles. Motion carried.

Administrative Assignments

Upon Superintendent Scott's recommendation, it was moved by Mrs. Hutson, seconded by Mrs. Densmore, that the Board of Education, School District 160, Country Club Hills, Cook County, Illinois, does hereby adopt *Resolution No. 11-330, Directing Superintendent to Prepare 2012-2013 Tentative Budget*, as presented 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, Mrs. Young, and Ms. Giles. Motion carried.

Resolution No. 11-330—Directing Superintendent to Prepare 2012-2013 Tentative Budget

Dr. Scott asked Mr. Dean to explain the need for the transferring of this money from one fund to another. He stated there are two remaining payments on the Revolving Technology Loan. These funds will be used to retire that debt. Following this explanation, and upon Superintendent Scott's recommendation, it was moved by Mrs. Densmore, seconded by Mrs. Young, that the Board of Education, School District 160, Country Club Hills, Cook County, Illinois, does hereby adopt *Resolution No. 11-331, Transferring Money from the Education Fund to the Debt Service Fund*, as presented and appended to the official minutes. Upon roll call vote, the following members voted *aye*: Mrs. Doss, Mrs. Densmore, Mrs. Hutson, Mrs. McClelland, Mrs. Turner, Mrs. Young, and Ms. Giles. Motion carried.

Resolution No. 11-331—Transferring Money from the Education Fund to the Debt Service Fund

Dr. Scott explained Rising Star is an assessment tool developed by ISBE to enable districts to assess themselves based on indicators used to develop successful school improvement plans. For our district, this school year was used in developing the plans and the next year will be devoted to planning how to achieve the implementation of these goals. Following this explanation, and 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 the Rising Star, District and School Improvement Reports as submitted by the administration. Upon roll call vote, the following members voted *aye*: Mrs. Densmore, Mrs. Doss, Mrs. Hutson, Mrs. McClelland, Mrs. Turner, Mrs. Young, and Ms. Giles. Motion carried.

Rising Star

At the NCLB Conference held in Chicago in February, District 160 staff members were well represented with presenters at the district level, as well as from Sykuta and Southwood Schools. Ms. Merritt focused her presentation on professional development; a team from Sykuta focused on early childhood strategies; and Southwood staff described Southwood's story. The success of these presentations was apparent by the inquiries received after the conference from other districts regarding District 160.

Information Items

NCLB Conference

The district will be using the groupings as outlined in Senate Bill 7 as the evaluation tool for teacher performance. The groupings range from 1 through 4, with 1 being the lowest rating. In preparation for using this tool, she has assumed the time consuming task of uploading into the software the necessary assessment data for each teacher. CCHEA union officials will be notified by mid-March as to whether or not a reduction in staff is necessary for the upcoming school year.

Senate Bill 7 Update

Illinois is one of the seven states in the nation awarded a portion of the federal funds through the Race to the Top3 grant. This grant is targeting increased education in science, technology, engineering, and math (STEM) with a goal of closing the achievement gap.

Race to the Top 3 Application

Fourteen million dollars will be allocated to school districts, and the application the district will submit must include the expectations to be realized with receiving funding. One of this grant's requirements is implementation of Common Core State Standards for all students in every classroom by the end of the second year of the grant period. This consists of alignment of curriculum, Response to Intervention plans, and assessments to the Common Core State Standards. Additionally, the district must leverage and utilize the ISLE (Illinois Shared Learning Environments), a technology platform that contains IRRRC, the IlliniCloud and other statewide support resources, by participating in the exchange of effective implementation strategies with other districts. ISLE learning maps will be embedded as a central part of instructional practices that provides teachers access to student instructional content and assessment, even when a new student enrolls from another district. The projected time frame for the launch of ISLE is the 2014-15 school year but the infrastructure is in progress by ISBE to ensure a smooth transition.

At the ISBE stakeholders' meeting in Springfield on February 2, attendees were asked for their input on the Elementary and Secondary Education Act Flexibility Waiver application being submitted to the U.S. Department of Education. The waiver is a request for the lowering of the AYP to 85.5% as opposed to the current expected AYP of 95% for ISAT 2012. During the last ISAT period, the district had an overall rating of 64% of students who met or exceeded standards. If the waiver is approved, a score of 85% would mean the district has made AYP for the 2012 testing. Part of the application identifies a 2.6 percentile growth per year for regular education, and 5.78 percentile growth for special education, an expectation she does not agree with.

No Child Left Behind Update

**Supplementary Reports—
Administration**

Mr. Dean reported:

Business Manager

January presented some disruptive maintenance issues including:

Maintenance Issues

- An electrical power outage at Southwood during a basketball game resulting in the cancellation of the game.
- Also at Southwood, a water pipe burst in the office during the district spelling bee, and then over the weekend a pipe burst in the gym resulting in calling out Precision Control to correct the problem and Perfect Cleaning to clean up the area. Purchase of a back up system will be investigated to protect the heating system should problems like these occur again.
- At Sykuta, water was discovered leaking into the electrical service room in the basement. That resulted in rodding the pipe and pumping water out of the area. A sealer cement was also applied to correct the problem.

A life safety inspection was held on January 30. For the most part the inspection went smoothly, although there are some citations, and will be corrected during spring break, many were already noted.

Life Safety

As reported by Mrs. Hutson, the Business Committee met on February 21 and discussed the invitations to bid for boiler replacements at Meadowview and Southwood, transportation, and cleaning services. The boiler bid has already gone out and the others will soon follow.

Invitations to Bid

A new accounting software package, Infinite Visions, purchased by the districts serviced by the Bremen Township Treasurer's Office, will be implemented on July 1. Intensive training of designated employees has been ongoing to ensure a smooth transition at the beginning of the new school year.

Financial System

Work has been ongoing organizing the student records stored at Sykuta School. At this time, the project is 80% complete although special education records still need to be organized.

Sykuta Basement Organization

Mrs. Martin reported:

Director of Special Services

ELL testing was completed on February 16 with a total of 24 students tested. At the parent's request, one student was not tested. The district has qualified for an ELL grant with \$7,599 being awarded and to be allocated as follows: Sykuta - \$6,383.00; Meadowview - \$304.00; and Southwood - \$912.00.

Assessment

The Early Childhood and PreK teachers have completed their second assessment of the year using this new curriculum program. A meeting will soon take place to discuss individual student progress.

Creative Gold

There are currently 16 active 504 plans, all medical reasons, with seven at Sykuta, five at Meadowview, and four at Southwood.

504 Plans

The ISBE Compliant Checklist for PreK At-Risk students was reviewed and discussed with Dr. Jones, Mrs. Jackson, and both Early Childhood teachers. While the material is in the building it was not readily available to the Monitoring Team. This will be cited in the Corrective Action Plan. Additionally, a matrix for the Homeless Plan will be e-mailed from the ISBE and will be completed and also become a part of the Corrective Action Plan.

Early Childhood

A meeting was held with the special education teachers on February 17. The main focus of the meeting was discussion on student growth.

Special Education Teachers

She attended, along with Ms. Merritt and the building principals, a meeting sponsored by the Illinois RtI Network, a spin-off of Illinois I Aspire funded by a government grant. The district will have the opportunity to apply for assistance in March of 2012.

RtI

Marie Martinez will again work with the district to implement a co-teaching model of instruction. A meeting with Jo Pollak (PBIS) and Ms. Martinez will be scheduled to coordinate these services with RtI.

Project Choices

Dr. Scott reported:

Superintendent of Schools

Two FOIA requests were recently received, one requesting information on the use of district buildings and the other on contracted services. Responses to both requests have been addressed. In the instance of building use, a copy of the current board policy on building use was sent with a proviso that it is a policy up for possible revision.

FOIA Requests

This meeting was held on Thursday, January 26, 2012, with a gratifying number of parents in attendance. The evening began with the Pledge of Allegiance, in Spanish, by Sykuta students. Additional student participation included a performance by the Meadowview pom pon team, and testimonials from students at all three buildings describing how they feel about their school.

Parent and Community Forum

The stakeholders then broke off into brainstorming groups for each building with the following comments/suggestions forthcoming.

GLOWS

Southwood School

- Teacher response to inquiries within 24 hours
- Extra effort to assist struggling learners
- Empowered and motivated teachers

Meadowview School

- Academically challenging curriculum
- Foreign language offered to all students
- Improvements in security
- After school programs, including Sylvan, being offered
- Accountability systems in place

Sykuta School

- Learner involvement at meetings
- Availability of technology
- Format of District Parent and Community Forum

Suggested areas of growth

Southwood School

- Increased parental involvement
- Expansion of the music department to include more than band and vocal

Meadowview School

- Increased parent and teacher communication
- Up-to-date data entry in PowerSchool
- Additional foreign language course (wish list)
- Year round school (wish list)
- After school program for all (wish list)
- Orchestra program (wish list)

Sykuta School

- More Power School instruction
- Joint PTO meetings
- Strengthen the curriculum
- Improved audio at meetings, programs, etc.
- Fine Arts as a part of after school (wish list)
- Dance class for younger students (wish list)
- Additional foreign language course (wish list)

Mrs. Doss stated she enjoyed the format of the meeting and was gratified to see that in many instances both parents were in attendance. With more than 100 stakeholders in attendance, the first Parent and Community Forum was a success.

Supplementary Reports— Board of Education

Mrs. Turner:

- Expressed her pleasure with Power School. She uses it for her student at Southwood and also for her daughter at Hillcrest. Both she and Mrs. Doss find it very user friendly. She is looking forward to the institution of availability of weekly progress reports.

Mrs. McClelland:

- Stated that the Meadowview pom pon squad will be competing in a competition on March 17 in Park Forest.
- She has received inquiries about students not being allowed into the building before 7:45 a.m. when it is cold outside. Dr. Scott stated that owing to the fact that teachers are not contractually on duty until 7:45 a.m., there is no one to supervise the students. Dr. Scott suggested that, as a member of the Executive Committee, this might be an issue to be brought to the table during negotiations.

Mrs. Doss left the meeting at 8:47 p.m.

Adjournment

It was moved by Mrs. Turner, seconded by Mrs. McClelland, that the meeting be adjourned. Upon voice vote, all members voted *aye*. The meeting was adjourned at 8:50 p.m.

J. Kay Giles, President, Board of Education

Tamara Young, Secretary, Board of Education