

Meeting of the Board of Education
Country Club Hills School District 160
Tuesday, August 23, 2011

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, Turner, and Giles were found to be present. Mrs. McClelland arrived at 7:17 p.m. Absent: Doss and Young. Also in attendance: Superintendent Dr. Scott and Attorney Mike Hernandez.

Call to Order and Roll Call

The assembly participated in the Pledge of Allegiance.

Pledge of Allegiance

Closed Session

At 6:15 p.m., it was moved by Mrs. Turner, seconded by Mrs. Hutson, 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. Turner, and Ms. Giles. Motion carried.

Recess to Closed Session

Mrs. McClelland was seated at 7:17 p.m.

At 7:30 p.m., it was moved by Mrs. Densmore, seconded by Mrs. McClelland, that the Board reconvene to open session. Upon roll call vote, the following members voted *aye*: Mrs. Densmore, Mrs. Hutson, Mrs. McClelland, Mrs. Turner, and Ms. Giles. Motion carried.

Reconvene to Open Session

At this time Business Manager Dean was seated.

Upon President Giles' recommendation, it was moved by Mrs. McClelland, seconded by Mrs. Densmore, that the Board of Education, School District 160, Country Club Hills, Cook County, Illinois, does hereby approve the agenda for the meeting of August 23, 2011. Upon roll call vote, the following members voted *aye*: Mrs. Densmore, Mrs. Hutson, Mrs. McClelland, Mrs. Turner, and Ms. Giles. Motion carried.

Approval of the Agenda

**Approval of Minutes
and Financial Statements**

It was moved by Mrs. McClelland, 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 July 26, 2011, its Special Meeting of August 3, 2011, and its Business Committee Meeting of July 26, 2011. Upon roll call vote, the following members voted *aye*: Mrs. Densmore, Mrs. Hutson, Mrs. McClelland, Mrs. Turner, 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 August 23, 2011, and does thereby authorize payment of expenses itemized therein, to wit:

**Disbursement Journal for
the month of August 23, 2011**

Fund

Education	\$	571,333.06
Special Proceeds	\$	100.00
Operations/Maintenance	\$	65,643.71
Facility Lease	\$	4,350.50
Bonds & Interest	\$	1,100.00

Transportation Fund	\$	27,632.39
Tort Immunity	\$	31,822.03
Site and Construction	\$	47,313.90
<u>Total Accounts Payable</u>	\$	<u>749,295.59</u>

Payrolls

08/05/11	\$	218,836.86
08/19/11	\$	305,799.63

<u>Total Payrolls</u>	\$	<u>524,636.49</u>
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<u>Total Disbursement Journal</u>	\$	<u>1,273,932.08</u>
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Upon roll call vote, the following members voted *aye*: Mrs. Densmore, Mrs. Hutson, Mrs. McClelland, Mrs. Turner, and Ms. Giles. Motion carried.

It was moved by Mrs. McClelland, seconded by Mrs. Densmore, 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 July 31, 2011. Upon roll call vote, the following members voted *aye*: Mrs. Densmore, Mrs. Hutson, Mrs. McClelland, Mrs. Turner, and Ms. Giles. Motion carried.

Financial Statements for the
Period Ended July 31, 2011

Dr. Scott presented to the board a Certificate of Financial Recognition, the highest category of achievement, received from the State Board of Education in recognition of financial data for the 2010 school year. She recognized Mrs. Hutson, Mrs. Turner, Mrs. Young, and Ms. Giles for their diligence in monitoring district finances as members of the Business Committee. Ms. Giles also acknowledged Dr. Scott's participation in this joint effort, and applauded her hard work and efforts in making this possible. Attorney Hernandez stated this is an outstanding accomplishment in these difficult financial times.

**Special Presentation:
2011 School District
Financial Profile**

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

**Recognition of Public
Public Forum—Opened**

Mr. Vincent Lockett, 4131 W. 178th Street, spoke about the elimination of the after school programs previously run by the City of Country Club Hills. He asked the board to consider having the district take over this venture, and proposed using district employees to staff the program. He feels the fact that the children are already at the facility could open the possibility of expanding the program to include other opportunities for the children.

Mr. John Edwards, 17830 Sarah Lane, stated his willingness to work with us in bringing a resolution to the need for after school day care.

Hosea Gray, 17711 Michael Avenue, voiced his concern about real estate taxes. He has seen a lowering of his property value, and the assessed value has also declined. His comments focused on whether the district foresees any upcoming expenditures that would impact raising taxes.

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

Public Forum—Closed

**Reports of the
Board of Education**

Mrs. McClelland reported this committee did not meet during the month and, therefore, she had no report.

Executive Committee

Mrs. Hutson reported the committee met on Thursday, August 18th, at the Administration Center. In attendance were Ms. Giles, Dr. Scott, and Mr. Dean. Agenda items included bill review, summer projects, and walk throughs in the buildings.

Business Committee

No report

President's Report

Report of the Superintendent of Schools

Upon Superintendent Scott's recommendation, it was moved by Mrs. McClelland, 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 resignation of Paul Krotser, Art teacher, Southwood Middle School, effective August 19, 2011.
- The employment of Beverly Herron, as Special Education Case Manager for the District, effective August 22, 2011, at a salary of \$60,000.
- The employment of Dr. Joyce Nelson, principal, Meadowview School, effective August 22, 2011, at a salary of \$91,874.00, for 225 days, [prorated from \$98,000, 240 days].
- The employment of Tiffany Armstrong, as 8th grade Math teacher, Southwood Middle School, effective August 22, 2011.
- The resignation of Cara Crawford Walker, school secretary, Meadowview School, effective September 30, 2011.
- The employment of Sabrina Williams, as teacher aide, Sykuta School, effective August 22, 2011.

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

Dr. Scott took this opportunity to introduce Beverly Herron, Special Education Case Manager for the district, and Dr. Joyce Nelson, Principal, Meadowview School.

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 public display of a tentative local education budget for said school district for fiscal year 2011-2012 for a period of not less than thirty (30) days, and does hereby direct the superintendent of schools to publish legal notice of same stating further therein that a public hearing on said budget will be held on Monday, the 26th day of September, 2011, Southwood Middle School 18635 South Lee Street, Country Club Hills, Illinois. Upon roll call vote, the following members voted *aye*: Mrs. Densmore, Mrs. Hutson, Mrs. McClelland, Mrs. Turner, and Ms. Giles. Motion carried.

**Tentative Budget
For 2011-2012**

Dr. Scott commented she and Mr. Dean will continue working on this draft document into September when it will be brought before the board for approval. Mrs. Densmore inquired whether they foresee any significant changes, and was informed most of the changes will most likely involve transferring of funds. However, various projects that may be undertaken could impact the figures. As accomplished this past year, the goal is to end the 2011-2012 school year in a positive posture.

Information Items

Dr. Scott reported:

She, Dr. Jones, and Ms. Irby have attended a workshop providing an overview of this performance assessment, and Drs. Borishade and Nelson will also be scheduled to attend. Expected goals and the time line for achieving them is outlined in the first conference which must take place between the principal and the superintendent by August 31. Each goal has a percentage value and will be used in assessing the principals effectiveness in their positions. These include expected growth in student achievement, organizational skills, professional goals, and VAL-ED target goals. With the VAL-ED target goals, both the principal and faculty will have the opportunity to evaluate the success in achieving the target goals. By November 30, 2011, she will have met again with each principal to discuss progress on goals and make any needed adjustments. She further stated the board may find the Principal Summative Evaluation useful in their evaluation of her position since ILLSC is also the evaluation tool used for assessing the superintendent's position.

Principal Performance Based Evaluation Pilot

PowerSchool is our new student management system. During a meeting held with CCHEA representatives, it was agreed teachers will be given until September 30 to familiarize themselves with this new software, and the date of October 3 was set as the deadline for all grades to be placed in PowerSchool. Starting October 28 parents will be able to go online and access their students' grades. By January the parents portal will be totally available and will include access to discipline data. Jane Driver will serve as the facilitator for this training.

Power School Implementation Schedule

Upcoming events sponsored by the Illinois Association of School Boards are as follows:

ISBE Meeting Schedule

October 5, 2011	South Cook Fall Division Meeting
February 4, 2012	South Cook Legislative Breakfast
April 4, 2012	South Cook Division Dinner Meeting
June 20, 2012	South Cook governing Board Planning Meeting

On August 18, following six days of student registration, a total of 1,018 students were enrolled for the new school year. With an expected enrollment of 1,400, this means approximately 400 students have yet to complete the process.

Enrollment Summary

A proposal to rescind Resolution No. 10-323, directing transfer of funds from the Working Cash Fund to the Tort Immunity Fund, will be brought before the Business Committee for discussion, and then to the board for action in September. Our rate of revenue received based on real estate tax is coming in at 85% resulting in a negative balance in the Tort Fund of \$55.00. By rescinding this resolution and bringing it before the board with a different distribution of funds we will remain in a positive posture in all funds.

Rescinding Resolution No. 10-323

**Supplementary Reports—
Administration**

Mr. Dean reported:

Business Manager

Work will continue on fine tuning the draft of the budget being put on 30 day public display. His goal remains monitoring spending to remain within the confines of budgeted amounts and ending the school year with a balanced budget.

Tentative Budget for 2011-2012

All paving projects have been completed. With the exception of some punch list items the entryways have all been completed and operable for the opening of school.

Construction Projects

The maintenance staff, consisting of only two employees, have been working non-stop to complete requested tasks entered on Facility Tree. Their last project consisted of painting the bathrooms so they are fresh for the opening of the school.

Maintenance Projects

Mrs. Martin was absent.

Director of Special Services

Dr. Scott:

Superintendent of School

On Monday, August 22, Meadowview hosted a welcoming orientation for parents and students who have matriculated from third grade at Sykuta to fourth grade at Meadowview. Approximately 80 parents attended.

Fourth Grade Orientation

Commended Mr. Dean for his thoroughness in tracking the various summer construction projects. With the exception of some punch list items, all projects have been completed and, as she walks the buildings, believes they are 95% ready for the first day of school. Staff members can still be found in the buildings putting last minute touches to their offices and/or classrooms. Tomorrow Mr. Dean will monitor Sykuta School as will Mrs. Jackson who will be on hand directing bussing. Because of the new horseshoe driveway a robo call will be placed to parents reminding them of the new drop off points. She will begin her day at Meadowview and Southwood administrators will be monitoring their building.

Maintenance Items

Requested board members to complete the IPAD Use and Security Agreement distributed to them and to turn them into the District Office as soon as possible. Use of these IPADS reinforces the district's decision to "go green", an initiative that should start at the top. Emphasis was made as to the importance of maintaining confidentiality at all times with any information accessed, and the understanding that this electronic device is intended solely for district related business. Policy 6:235, Access to Electronic Networks, will be brought to the Executive Committee for revision to include what can and cannot be transmitted electronically via the use of IPADS by board members.

IPAD Use and Security

With the draft of the 2011-2012 budget being put on public display this evening, it is necessary to change the next scheduled board meeting from September 19th to September 26th, to make available for public inspection for at least 30 days prior to final action this draft of the budget. This same situation will occur in November when the Tax Levy will be put on public display for 30 days.

Change of Date
September Board Meeting

This meeting of the Education Committee was well attended. Items discussed included suggestions for possible ways to bring more men into the schools through mentoring initiatives. Aldermen will be invited to the schools' scheduled Open Houses in our continuing commitment to work with the City to insure the best interests of the children are served.

Education Committee Meeting

The district, along with Districts 227 and 144, are working together to build a consortium dedicated to applying for grants. This will open more avenues of eligibility for us as a district.

Grant Writing

Supplementary Reports— Board of Education

Mrs. Hutson:

- Stated the scheduled installation of a playground map on the driveway at Meadowview was rained out this past Saturday. She is hoping members of this AT&T volunteer program will be able to return this Saturday to complete the work.
- Inquired as to the status of the district property on Loras Lane that is for sale. Mr. Dean will provide an update.
- Asked how the deposit of registration fees is being handled and the frequency of such deposits. Mr. Dean stated that, with the exception of the last three days, all money has been deposited.
- Asked whether walk throughs of the buildings have been scheduled and was informed by Dr. Scott they will be scheduled for the near future.

Mrs. Turner:

- Wanted to bring to the attention of the board and administrators an initiative called The National Children's Study at a Glance, a study committed to improving

children's health. Dr. Scott stated they actually had a table at Southwood during registration and were able to share information with interested parents.

Mrs. McClelland:

- Stated she felt the returning student registration went very well and she thanked all those involved in making that happen.
- She and Mrs. Young attended a breakfast at School District 144 welcoming the new superintendent. Board members from 228 and 144 were also in attendance and they had an opportunity to speak with them. Ms. Giles indicated she also the opportunity to attend the affair in the afternoon.

Mrs. Giles:

- Reminded members of the Back to School Parade scheduled for Saturday, August 20th.
- Encouraged members to sign up to attend the South Cook Fall Meeting scheduled for October 5. Most of our board members will be recognized for their service during the meeting.

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 8:20 p.m.

J.Kay Giles, President, Board of Education

Valeria Densmore, Secretary Pro-tem, Board of Education