

Meeting of the Board of Education
Country Club Hills School District 160
Monday, January 28, 2013

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

The meeting was called to order by President Giles at 7:09 p.m. Upon roll call, members Densmore, Doss, Hutson, McClelland, Young and Giles were found to be present. Absent: Turner. Also in attendance: Superintendent Dr. Scott, Assistant Superintendent Dr. Ali, and Business Manager Kerry Dean.

Call to Order and Roll Call

The assembly participated in the Pledge of Allegiance.

Pledge of Allegiance

Closed session was not held due to time constraints.

Closed Session

Upon President Giles' 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 agenda for the meeting of January 28, 2013. 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

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 minutes of its meeting of December 17, 2012, its Special Meeting of December 13, 2012, and its Business Committee Meeting of December 11, 2012. 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 Minutes
and Financial Statements**

Minutes of Meetings
of the Board

It was moved by Mrs. Hutson, seconded by Mrs. Young, 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 January 28, 2013, and does thereby authorize payment of expenses itemized therein, to wit:

Disbursement Journal for
January 28, 2013

Fund

| | | |
|-------------------------------|----|-------------------|
| Education | \$ | 475,543.48 |
| Operations/Maintenance | \$ | 41,168.37 |
| Debt Service | \$ | 600.00 |
| Transportation Fund | \$ | 228,930.80 |
| Capital Projects | \$ | 128,456.39 |
| <u>Total Accounts Payable</u> | \$ | <u>874,699.04</u> |

Payrolls

| | | |
|-----------------------|----|---------------------|
| 12/21/2012 | \$ | 421,344.37 |
| 01/04/2013 | \$ | 388,531.01 |
| 01/18/2013 | \$ | 384,085.27 |
| <u>Total Payrolls</u> | \$ | <u>1,193,960.65</u> |

Total Disbursement Journal \$ 2,068,659.69

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. 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 December 31, 2012. 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
Period Ended December 31, 2012

Dr. Scott stated that the school with the highest ADA for December was Meadowview School with 93.40%. Congratulations were extended to Meadowview administration and staff.

**Special Presentation:
Attendance Award**

Burnetta Mack, coach for the 8th grade girls' basketball team, with administrative assistance, presented medallions to her team members in recognition of their sectional championship win. Team members so honored were:

**Special Presentation:
8th Grade Girls Basketball**

| | |
|------------------------|----------------------------|
| Rachael Amede, Manager | Vivian Imarenezor |
| Diamond Burks | Marcia Jones |
| Jasmine Dickerson | Mica Keaton |
| Jaylyn Dillard | Lauryn Murphy |
| Cymone Goodrich | Jania Owens |
| Chyna Goodwin | Olivia Perry |
| Jada Harris | Jazmine Mack, Statistician |
| Simona Jackson | |

Dr. Scott took this opportunity to inform those in attendance that Coach Mack, for the 4th time, has been selected as an Illinois Basketball Coaches Association "Co-Coach of the Year". She will be honored at the 41st annual Hall of Fame Banquet to be held on the campus of Illinois State University on Saturday, April 27, 2013.

Principals Dr. Nelson and Mrs. Edwards, with the assistance of Dr. Ali, presented medallions of participation to the top three finalists at the school level in grades 4 through 8 who then represented their school in the District Spelling Bee held on January 23, 2013. Chynna Jones, fourth grader, was the 1st place winner and was honored with a plaque in addition to the medallion. Chynna will now advance to the South Cook Scripps Spelling Bee which will be held on Wednesday, February 13th, at Central Jr. High School in Tinley Park. Other participants in the District Spelling Bee were:

**Special Presentation:
District Spelling Bee Winner**

Fourth Grade

Jabari Ermon
Chynna Jones, 1st place
Gloria Samuel

Fifth Grade

Alexis Allen
Jordan Taylor, 3rd place
Justice Wrather

Sixth Grade

Wyatt Jackson
Brianna Johnson
Terran Whitaker

Seventh Grade

Marc Chambers, 2nd place
Heaven Powell
Omotoyosi Soyeye

Eighth Grade

Priscilla Aluko
Jeremy Burger
Christian Williams

Congratulations were extended to all students and Dr. Scott extended her thanks and appreciation to the parents in the audience who continue to show their support by taking part in special student recognitions held throughout the school year.

Mrs. Hutson left the meeting at 7:28 p.m..

The annual financial report for the fiscal year ended June 30, 2012, as prepared by the certified public accounting firm of Mulcahy, Pauritsch, Salvador & Co., Ltd., was presented by Edward McCormick. He discussed the written report including a narrative and analysis of the financial activities of the district for the fiscal year ended June 30, 2012, with financial highlights as listed below:

**Special Presentation:
2012 Audit: Mulcahy, Pauritsch,
Salvador & Co.**

- The assets of the District exceeded its liabilities at the close of the most recent fiscal year by \$7,129,418 (net assets).
- Governmental activities have unrestricted net assets of \$2,172,506.

- The total net assets of the District increased by \$259,575 during fiscal year 2012.
- Fund balance of the District’s governmental funds decreased by \$633,968 resulting in an ending fund balance of \$9,462,265.
- During the current fiscal year, the fund balance in the District’s General Fund decreased by \$992,366.
- The District’s long-term obligations reported a net decrease from \$12,271,553 to \$11,692,150 due to the payment of debt obligations.

Mr. McCormick expressed his thanks to Mr. Dean and staff for all of their effort and cooperation during the audit period, and also stated that if anyone had any questions not to hesitate in calling.

Recognition of Public

Upon President Giles’ recommendation, it was moved by Mrs. Young, 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. Doss, Mrs. McClelland, 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. Young, 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. McClelland, Mrs. Young, and Ms. Giles. Motion carried.

Public Forum—Closed

Reports of the Board of Education

Mrs. McClelland, Chair, reported a meeting was held on Tuesday, January 22, 2013, with she and Mrs. Densmore in attendance. Items discussed included the review of school administration and personnel policies, and the upcoming board self evaluation to be conducted by Jeff Cohn from the Illinois Association of School Boards.

Executive Committee

In Mrs. Hutson’s absence, committee member Mrs. Doss stated there was no report.

Business Committee

Ms. Giles commented on how informative the law conference conducted by the district’s law firm was, and that she attended a number of sessions including such topics as dealing with the media and conducting board meetings during out of the ordinary scenarios. She also mentioned she would be attending the IASA breakfast meeting on Saturday, February 2nd, at Prairie Hills School District 144. Mrs. Densmore and Mrs. McClelland will also be attending and are looking forward to a tour of their new facility.

President’s Report

Report of the Superintendent of Schools

Upon Superintendent Scott’s recommendation, 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 consent agenda as follows:

Consent Agenda

- The resignation of Christopher Sever, 8th grade Social Studies teacher, Southwood Middle School, effective January 25, 2013.
- The approval to place on public display until the February Board Meeting the drafts of the following revised policies :
 - 2:200-Types of Board of Education Meetings
 - 2:220-E2-Exhibit-Motion to Adjourn to Closed Meeting
 - 2:220-E6-Exhibit-Log of Closed Meeting Minutes
 - 2:120-Board Member Development
 - 4:110-Transportation
 - 4:170-Safety

- 5:10-Equal Employment Opportunity and Minority Recruitment
 - 5:30-Hiring Process and Criteria
 - 5:125-Personal Technology and Social Media: Usage and Control
 - 5:190-Teacher Qualifications
 - 5:220-Substitute Teachers (Rewritten)
 - 5:260-Student Teachers
 - 6:50-School Wellness
 - 6:110-Programs for Students At Risk of Academic Failure and/or Dropping Out of School and Graduation Incentives Programs
 - 6:185-Remote Educational Program
 - 6:280-Grading and Promotion
 - 7:100-Health, Eye, and Dental Examinations; Immunizations; and Exclusion of Students
 - 7:190-Student Discipline
 - 7:270-Administering Medicines to Students
- Does hereby accept the following donations:
- \$100 from the City of Country Club Hills Special Committee— Schools and Education to Meadowview CICO Program.
 - \$100 from the City of Country Club Hills Special Committee— Schools and Education to the Girls Mentoring Program.

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

Action Items

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 School Improvement Plan for Southwood Middle School as presented by the administration. Upon roll call vote, the following members voted *aye*: Mrs. Densmore, Mrs. Doss, Mrs. McClelland, Mrs. Young, and Ms. Giles. Motion carried.

School Improvement Plan—
Southwood Middle School

Information Items

Dr. Scott indicated Mr. Dean would address this issue during his supplemental report.

Life Safety Audit

Dr. Scott reminded board members that a meeting date needs to be scheduled with Mr. Jeff Cohn from the IASB to work with members on their self evaluation. A date needs to be decided upon quickly due to the fact that Mr. Cohn’s calendar fills up quickly and the board needs to be put on his schedule.

Board’ Self Evaluation

Dr. Scott reminded board members that a meeting date also needs to be scheduled with Mr. Cohn for all board members to go through student, school administration and personnel policies and monitor for compliance. If possible, she will attempt to coordinate this task with the meeting with Mr. Cohn for the board’s self evaluation.

Monitoring of Student, School Administration and Personnel Policies

Supplementary Reports— Administration

Mr. Dean reported:

Business Manager

- The new computer lab at Sykuta was completed during the winter recess with only a projector for the smart boards remaining to be sourced before the lab is 100% operational.
- New computers were also installed in the computer lab at Meadowview and in various classrooms at Southwood.
- In total, 102 new computers have been purchased throughout the district for student use with funding provided by Title I.

Technology

Repairs were made throughout the district to address a variety of concerns prior to the life safety inspection. Southwood received special attention with extensive repairs made to the lighting, bulbs being replaced on the scoreboard, and the cleaning and sealing of the floor in the gym in preparation of Southwood hosting the boys' regional basketball tournament.

Winter Projects

On January 14, 2013, the South Cook-West 40 Intermediate Service Centers Health/Life Safety inspection was held throughout the district. Overall, the audit was very positive and their report stated the district made a concerted effort to address items cited as violations on the FY 12 Health/Life Safety Report. A response letter will be written detailing how the district will address items cited in the FY 13 report, and appropriate measures will be undertaken to correct them.

Life Safety Audit

As of December 31, 2012, revenues were \$687,406.19 and expenditures were \$1,733,798.04.

Revenues / Expenditures

Dr. Ali reported:

Assistant Superintendent

Attended this articulation meeting on January 8, 2013, where the focus of discussion was selection of a survey assessment instrument to collect data on students' career interest in STEM, and development of student learning plans and career pathways. The district has purchased Career Cruising, an online subscription, that provides students the opportunity to explore career pathways associated with the nine Illinois Stem Clusters.

District 227 Articulation Meeting

Attended this conference on January 9, 2013, with Kathy Martin, Director of Special Education. The conference was designed to assist districts in building processes and procedures to analyze their data to establish improvement goals and activities with the goal of increasing the percentage of students with IEPs in the regular classroom environment for 80% or more of the school day.

Least Restrictive Environment
Conference

The first Team Leader training session was held on Friday, January 11, 2013, with ten teachers in attendance. The training these teachers will receive will enable them to facilitate distributive leadership within the PLC process, provide input for curriculum development, and work with consultants to develop the direction and district model for implementation of CCSS English Language Arts within a writing across the curriculum emphasis.

Team Leaders Training

This language proficiency test for students identified as Limited English Proficient will be administered to identified students during the testing window of January 14th through February 15th.

ACCESS for English
Language Learners

All third grade classrooms were visited during January. Students were engaged and well behaved. Science Fair projects were on display and it was gratifying to see how proud they were of their work.

School Visits

Administration of this survey is an ISBE requirement under Senate Bill 7. Those surveyed will include students in grades 6-12, and all certified classroom staff. This will be their opportunity to voice their opinions about their schools. The data will eventually be reported to the public in October as part of the Illinois School Report Card.

Illinois 5Essentials Survey

As celebrated earlier in the evening, the District 160 Spelling Bee was held on Wednesday, January 23rd, at Southwood School. First place winner was 4th grader Chynna Jones, second place 7th grader Marc Chambers, and third place 5th grader Jordan Taylor. A thank you was extended to the parents in attendance for their continuing support in their child's education.

District 160 Spelling Bee

Dr. Scott reported:

Superintendent of Schools

This mandated survey from the ISBE will be administered during the timeframe of February 25 through March ,1 and is intended to include input from all students in grades 6

5Essentials Survey

through 12 and all certified teachers. This year districts have the option of not including parent input in the data gathering. We have opted out but next year soliciting their input will be mandatory. Administrators participated in a webinar on January 10 to familiarize themselves with the data ISBE has included in the survey. This survey has identified 5 essential indicators that lead to improvement across the board in a school setting. They include effective leaders, collaborative teachers, involved families, supportive environments and ambitious instruction. These indicators will be reported to parents via the 2013 State Report Card.

The District's Leadership Team is working with ISC4 to implement effective instructional strategies and best practices to improve student achievement. Sykuta is in restructuring planning, Meadowview in corrective action and Southwood in restructuring. The SSoS team members visit districts and schools on a regular basis to work with administrators and teachers to monitor progress and help develop an academic implementation plan.

Statewide System of Support

Congratulated Dr. Jones and her staff at Sykuta School for receiving a 2012 Academic Improvement Award from ISBE for substantial gains in performance over the last two years.

Sykuta School—
2012 Academic Improvement Award

This year ISAT will designate 20% of the test to Common Core subjects. Administrators have been directed to have staff members complete the ISBE ELA and Math Surveys to assess where their students are in being taught these state standards, and to develop strategies to implement a more rigorous approach to incorporating them into the curriculum.

ISAT and Common Core

Correspondence has been received from IASA notifying superintendents that ISBE is increasing the grading scale for ISAT. In doing so the percentage of elementary and middle school students "meeting" or "exceeding" standards is expected to drop dramatically. By aligning the 2012 test scores to the new scale, the percentage of students statewide who met the standard would have dropped from 86% in math and 79% in reading to 60% in both subjects. The figures do not reflect a drop in scores, but rather an increase in the grading scale.

ISAT Cut Score Issue

The Performance Evaluation Reform Act requires districts to design and implement performance evaluation systems to assess teachers' and principals' professional skills. Board required training must be completed prior to the district's use of PERA guidelines.

PERA

This survey, conducted by the ECRA Group, is a self evaluation tool for administrators at the school and district level to assess their effectiveness in implementing the five indicators as stated in the 5Essential Survey. It also provides an opportunity for staff members such as teachers to offer their feedback as to how they perceive the administrators are fulfilling their responsibilities. The survey will be administered prior to February 1 and used as a component in principals' evaluations.

ECRA 360 Survey

Congratulations were extended to Mrs. Edwards, Principal, Southwood School. Southwood was chosen to host the regional basketball tournament, and Mrs. Edwards and her staff went out of their way in assuring the district was shown in a complementary light by those attending. She even showed the neighboring area the courtesy of informing them that there would be additional people and cars in the area so they were aware of what was happening.

Regional Basketball Tournament

**Supplementary Reports—
Board of Education**

Mrs. Doss thanked Meadowview staff for the beautiful Christmas card that was a picture of all staff members. She also asked to be registered for the IASA breakfast on February 2nd.

Mrs. Densmore commented on how informative the law conference was and thanked Franczek Radelet for hosting it.

Mrs. McClelland attended the Meadowview winter recess concert and was very impressed with the drum line presentation, and the talent of the person who performed

on the saxophone and alto sax. She would also like to see their piano replaced as it is very old and has poor tonal quality.

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 8:25 p.m.

J. Kay Giles, President, Board of Education

Tamara Young, Secretary, Board of Education

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