

Meeting of the Board of Education
Country Club Hills School District 160
Monday, March 18, 2013

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

The meeting was called to order by President Giles at 6:30 p.m. Upon roll call, members Densmore, Hutson, McClelland, and Giles were found to be present. Absent: Doss, Turner, and Young. Also in attendance: Superintendent Dr. Scott. Business Manager Mr. Dean and Assistant Superintendent Dr. Ali were seated at 7:11 p.m.

Call to Order and Roll Call

The assembly participated in the Pledge of Allegiance.

Pledge of Allegiance

Closed Session

At 6:35 p.m., it was moved by Mrs. McClelland, 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. Upon roll call vote, the following members voted *aye*: Mrs. Densmore, Mrs. Hutson, Mrs. McClelland, and Ms. Giles. Motion carried.

Recess to Closed Session

At 7:10 p.m., it was moved by Mrs. Hutson, seconded by Mrs. Densmore, that the Board reconvene to open session. Upon roll call vote, the following members voted *aye*: Mrs. Densmore, Mrs. Hutson, Mrs. McClelland, and Ms. Giles. Motion carried.

Reconvene to Open Session

Upon President Giles' 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 agenda for the meeting of March 18, 2013. Upon roll call vote, the following members voted *aye*: Mrs. Densmore, Mrs. Hutson, Mrs. McClelland, and Ms. Giles. Motion carried.

Approval of the Agenda

**Approval of Minutes
and Financial Statements**

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 minutes of its meeting of February 25, 2013, its Special Meeting of March 6, 2013, and its Business Committee Meeting of February 19, 2013. Upon roll call vote, the following members voted *aye*: Mrs. Densmore, Mrs. Hutson, Mrs. McClelland, and Ms. Giles. Motion carried.

Minutes of Meetings
of the Board

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 disbursement journal—including imprest, accounts payable and payroll expenditures—for March 18, 2013, and does thereby authorize payment of expenses itemized therein, to wit:

Disbursement Journal for
March 18, 2013

Fund

Education	\$	403,177.08
Operations/Maintenance	\$	69,100.63
Transportation Fund	\$	69,741.10
Capital Projects	\$	101,424.20
Tort Immunity Fund	\$	0.00
<u>Total Accounts Payable</u>	\$	<u>643,443.01</u>

Payrolls

03/01/2013	\$	408,669.97
03/15/2013	\$	413,483.41
<u>Total Payrolls</u>	\$	<u>822,153.38</u>

<u>Total Disbursement Journal</u>	\$	<u>1,465,596.39</u>
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Upon roll call vote, the following members voted *aye*: Mrs. Densmore, Mrs. Hutson, Mrs. McClelland, and Ms. Giles. Motion carried.

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 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 February 28, 2013. Upon roll call vote, the following members voted *aye*: Mrs. Densmore, Mrs. Hutson, Mrs. McClelland, and Ms. Giles. Motion carried.

Financial Statements for the
Period Ended February 28, 2013

Dr. Scott stated that the attendance award for February is awarded to Meadowview School with an ADA of 94.31%. Congratulations to Meadowview administration and staff!

**Special Presentation:
Attendance Award**

Dr. Scott introduced Wanda Shy, parent volunteer from Meadowview, who was instrumental in bringing a drum line to Meadowview School. Mrs. Shy and her musicians were invited to attend this evening's board meeting and perform for board members. Meadowview students who are members of the group are:

**Special Recognition:
Meadowview Drum Line**

Jadakis Chambers
Isaiah Coe
David Fondren
Devin Fox
Marcease Gross
Nitorious Hines

Jacari Holliday
Jaylen McCray
Yasin Monametsi
Nicco Nolen-Brady
Oshay Sims
Isaiah Stanback

Following their performance, certificates of appreciation were presented to the students, and a thank you extended to Mrs. Shy and team members for the time they devote to this after school activity.

Recognition of Public

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

Public Forum—Opened

Mr. Robinson, 4823 Sligo Way, has two children who attend schools in the district. He wanted to publicly acknowledge the teachers, and thank them for pushing his children to perform academically to the best of their ability.

Dr. Scott took this opportunity to introduce and commend staff members in attendance from Meadowview School – Beth Cellarius, John Hotchkiss, Leatha Stewart, and Melissa Wojcik. Their dedication to their students is evident by the show of support of their activities beyond the normal work day.

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, and Ms. Giles. Motion carried.

Public Forum—Closed

**Reports of the
Board of Education**

Mrs. McClelland, Chair, reported her committee met earlier in the evening. Topics discussed included the Code of Student Conduct, the components of the uniform including footwear, and student IDs.

Executive Committee

Mrs. Hutson, Chair, reported the committee also met earlier in the evening. Agenda items included bill review, construction updates, summer project planning, food service bid and registration.

Business Committee

Ms. Giles stated she is looking forward to the Superintendents Commission Conference this week, and also reminded board members of the upcoming IASB South Cook Spring Dinner Meeting at the Matteson Holiday Inn on March 27.

President's Report

Report of the Superintendent of Schools

Action Items

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 that the working draft of the 2013-2014 school calendar be placed on public display until the April meeting. Upon roll call vote, the following members voted *aye*: Mrs. Densmore, Mrs. Hutson, Mrs. McClelland, and Ms. Giles. Motion carried.

Working Draft of the
2013-2014 School Calendar

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 Final Revised 2012-2013 School Calendar, to include the snow day of March 5, 2013, declaring June 3, 2013 as the last day of school. Upon roll call vote, the following members voted *aye*: Mrs. Densmore, Mrs. Hutson, Mrs. McClelland, and Ms. Giles. Motion carried.

Final 2012-2013 School Calendar

Information Items

Dr. Scott reported the 2012-2013 Certificates of Recognition for all buildings have been received from the South Cook Intermediate Service Center declaring we are officially in compliance.

Certificates of Recognition
from ISC4

Dr. Scott gave a brief recap of data collected at the end of the second quarter.

Data Tool Update

Study Island

- Sykuta students' percentage scores increased from 69.5% for the 1st quarter to 71.4% for the 2nd quarter.
- Meadowview students also increased percentage wise from 69.8% for the 1st quarter to 75.2% for the 2nd quarter.
- Southwood students also saw gains going from 71.6% for the 1st quarter to 78.10% for the 2nd quarter.

Study Island is a test prep aligned to ISAT and statistics indicate that if students perform from the lower 70% to upper 70% on Study Island it is a good indication that they will perform well on the ISAT. Overall, the average for the three schools is 75%.

Attendance data

- Sykuta – Attendance figures were lower for three of the seven reporting months, but overall their attendance rate is 93.23% through February while their ADA for 2012 was 92.56%.
- Meadowview – Attendance figures have been lower when compared to the same period during 2012 with a composite score of 94.79% through February while their attendance percentage was 95.05% for 2012.
- Southwood – Attendance increased in four of the seven months monitored with an overall percentage of 94.89% through February while their attendance percentage was 94.51% for the 2012 school year.

SWIS (discipline data)

- Sykuta – In school suspensions have decreased from 72 to 9, and out of school suspensions from 30 to 23 based on the seven month period in 2012 to the seven month 2nd quarter figures for 2013.
- Meadowview – In school suspensions have decreased from 37 to 18, and out of school suspensions from 63 to 61 for the same period.
- Southwood – Following the trend of the two other schools, in school suspensions have decreased from 110 to 66, and out of school suspensions from 72 to 43.

The next meeting with Jeff Cohn is scheduled for Tuesday, March 19, at 6:00 p.m., and is scheduled to last approximately two hours. Mr. Cohn shared with her that he has received five of the seven board self-evaluations and they will be presented during the meeting.

Board Self-Evaluation

Eighth grade students will have the opportunity to go on the trip to Washington, D.C. scheduled for April 5-9, 2013. An informational parent meeting was held by Mrs. Edwards on March 13th with details concerning the trip outlined. To date, 48 students have signed up to attend and with 7 Southwood staff members volunteering to accompany the students the student to staff ratio is excellent. While all White House tours have been cancelled there are many other sightseeing activities planned and the surrounding grounds of the White House will be open to tourists.

Washington D.C. Trip

Dr. Nelson and her staff gave a presentation on classroom management at the NCLB Conference in February. As a result of that presentation, they have received a formal request from School District 158 to share this information with their staff members during their summer professional development. Dr. Scott stated that even though district staff have made presentations during the NCLB Conference in previous years, this is the first time the district has ever received a request such as this so congratulations to Dr. Nelson and her staff.

Meadowview Presentation in District 158

Supplementary Reports— Administration

Mr. Dean reported:

Business Manager

The retirement vendor fair held on March 13, was well received by staff members and vendors alike with a lot of positive feedback. Attendees will be asked to complete a short survey with the results providing input in planning a similar event in the future.

Retirement Planning

During the upcoming spring break, the floors will be cleaned and a dumpster ordered for disposing of unused articles in the buildings. Staff members will be requested to tag items they no longer have any use for, and instructed that all electronics with a barcode being removed must be reported to Net 56.

Building and Grounds Project

As of February 28, 2013: Revenues were: \$1,815,259.95 and Expenditures: \$1,264,837.60

Director of Special Services

Mrs. Martin reported:

The Early Childhood team is preparing for the site visit scheduled to take place in April. They are preparing file folders, arranging the classroom and completing identified areas of possible concerns. Pre-K classes will be visited by ISBE on March 14, and a phone conference the following week will be held to discuss findings..

Early Childhood

District and building administrators met with Dr. Barb Curl to discuss RtI. Dr. Curl will assist the district in lining RtI up with Common Core State Standards. Several intervention software packages have been reviewed and a selection will be made based on what will work best for our students. She will sit in on Tier 2 and 3 team meetings to assist in the selection process.

RtI

Terry Edwards, counselor at Southwood, continues working with the assistant principals to insure that the district stays on task as it pertains to mandated reports. She will sit in on Tier 1 and 2 meetings to assist the administrators and staff with the process.

PBIS

A meeting was held with Special Education teachers on March 12. Agenda items included

Departmental Meetings

- Special Education Profile
- Special Education Policy Manual, also available on the website
- LRE Cohort – evaluate delivery of services and how we identify students
- Staffing projections for 2013-2014
- Medicaid Forms, fee for service
- RtI / PBIS
- Equipment and Materials needed for 2013-2014

Dr. Ali reported:

Assistant Superintendent

District 160 has been participating in the South Cook Mathematics Initiative since 2010. The purpose of the initiative is to prepare students to meet the demands of the Common Core State Standards. As part of the initiative, all students in grades 6-8 have worked on problem-solving tasks that are aligned to CCSS. On April 3 and 4, these students will be given the Mathematics Assessment Resource Service (MARS), a performance test composed of five MARS tasks. While the test will not have stakes for students or be used to evaluate teachers, it will be a learning experience for students and the results will help teachers design future math instruction.

SCMI Cross-District
Common MARS Assessment

- **Music:** This committee continues to meet and work on completing a curriculum scope and sequence chart for Grades K-8. Substitutes will be secured for committee members (Linda Meester, Maggie Braner, Brytish Thomas, and Eric Jerauld) on Tuesday, March 19, so they will have a full day to devote to curriculum writing.
- **Gifted:** Met on March 13. They continue to work with an outside facilitator to continue their discussion and work on defining criteria for student placement in the gifted program.
- **Curriculum Advisory:** Met on March 6 to receive updates on the work of the various curriculum committees to date. The 2013-2014 school calendar was also discussed and committee members were given a copy to take back to their buildings for teacher input.
- **Language Arts:** Met on February 23 and again on March 18. They are writing reading curriculum that is aligned to the Common Core State Standards. The focus to date is to define and develop reading curricular strands and develop entry and exit expectations.

Committee Work

The second annual Young Artist Showcase/Technology Expo is scheduled for Thursday, April 25, 2013. The three art teachers, Pam Duffield, Melissa Wojcik, and Jeffrey Minarik, are meeting on a regular basis to plan, discuss logistics, artistic selections and organization for the exhibitions.

Young Artist Showcase

Dr. Scott reported:

Superintendent of Schools

She would like to change the format of board packets from hard copy to an electronic version. Moving towards implementation of that, she inquired if two board members would volunteer to receive their packets electronically once plans for implementation are in place. Mrs. Densmore and Mrs. Hutson are willing to do so. Ms. Giles asked if an Ipad version would be selected but Dr. Scott is leaning towards a Netbook.

Electronic Board Packet

**Supplementary Reports—
Board of Education**

Mrs. Densmore expressed her pleasure at having the Meadowview Drum Line perform, and also wished everyone an enjoyable spring recess.

Mrs. Hutson extended a thank you to all teachers and administrators for all that they do, and wanted them to know it is recognized and appreciated. She also applauded Dr. Ali for securing funding through the State of Illinois Library Grant.

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 7:55 p.m.

J. Kay Giles, President, Board of Education

Valeria Densmore, Secretary Pro-Tem, Board of Education