

Meeting of the Board of Education
Country Club Hills School District 160
Monday, October 15, 2012

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

The meeting was called to order by President Giles at 6:15 p.m. Upon roll call, members Densmore, McClelland, Turner, Young, and Giles were found to be present. Absent: Doss (seated at 6:30 p.m.) and Hutson. Also in attendance: Superintendent Dr. Scott.

Call to Order and Roll Call

The assembly participated in the Pledge of Allegiance.

Pledge of Allegiance

Closed Session

At 6:17 p.m., it was moved by Mrs. McClelland, seconded by Mrs. Densmore, 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. McClelland, Mrs. Turner, Mrs. Young and Ms. Giles. Motion carried.

Recess to Closed Session

Mrs. Doss was seated at 6:30 p.m.

At 6:55 p.m., it was moved by Mrs. McClelland, seconded by Mrs. Doss, that the Board reconvene to open session. Upon roll call vote, the following members voted *aye*: Mrs. Densmore, Mrs. Doss, Mrs. McClelland, Mrs. Turner, Mrs. Young, and Ms. Giles. Motion carried.

Reconvene to Open Session

Upon Ms. Giles' recommendation, it was moved by Mrs. Young, seconded by Mrs. Doss, that the Board of Education, School District 160, Country Club Hills, Cook County, Illinois, does hereby approve the agenda for the meeting of October 15, 2012. Upon roll call vote, the following members voted *aye*: Mrs. Densmore, Mrs. Doss, 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. 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 meetings of September 24, 2012, its Special Meeting of September 6, 2012, its Business Committee Meeting of September 18, 2012, and its Executive Committee Meeting of September 18, 2012. Upon roll call vote, the following members voted *aye*: Mrs. Densmore, Mrs. Doss, 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 October 15, 2012, and does thereby authorize payment of expenses itemized therein, to wit:

Disbursement Journal for
October 15, 2012

Fund

Education	\$	322,100.54
Operations/Maintenance	\$	98,077.28
Transportation Fund	\$	116,345.79
Capital Projects	\$	106,210.18
Tort Immunity Fund	\$	35,072.00
Life Safety Fund	\$	<u>11,720.00</u>
<u>Total Accounts Payable</u>	\$	<u>689,525.79</u>

Payrolls

09/28/2012	\$	388,205.79
10/12/2012	\$	398,970.86
<u>Total Payrolls</u>	\$	<u>787,176.65</u>

Total Disbursement Journal \$ 1,476,702.44

Upon roll call vote, the following members voted *aye*: Mrs. Densmore, Mrs. Doss, Mrs. McClelland, Mrs. Turner, 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 September 30, 2012. Upon roll call vote, the following members voted *aye*: Mrs. Densmore, Mrs. Doss, Mrs. McClelland, Mrs. Turner, Mrs. Young, and Ms. Giles. Motion carried.

Financial Statements for the
Period Ended September 30, 2012

Dr. Scott reported that the attendance awards for August and September, and October will be announced at the November board meeting owing to the fact that the reporting to the State of incoming and outgoing students from the beginning of the new school year has yet to be finalized, and until those figures are known it is impossible to present an accurate ADA for August and September.

**Special Presentation:
Attendance Award**

Ms. Merritt, Director of Professional Development, Parental Involvement and Community Engagement, gave a brief presentation on the parent component of “I Care” Positive Parenting Character Curriculum Model. The essence of this model is character development for students through school, parents, and community involvement. Each month a new character trait will be introduced and reinforced with assignments at school and in the home. In addition, community members will be encouraged to display and promote the monthly trait.

**Special Presentation:
“I Care”**

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

Recognition of Public
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. 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. McClelland, Mrs. Turner, Mrs. Young, and Ms. Giles. Motion carried.

Public Forum—Closed

Mrs. McClelland reported the committee met on Wednesday, October 10, 2012, with she, Mrs. Turner, Ms. Giles, Dr. Scott, and Mr. Dean in attendance. Agenda items included policy revisions, wireless access legal disclosure and holiday leave. The meeting adjourned at 7:25 p.m.

**Reports of the
Board of Education**

Executive Committee

In Mrs. Hutson’s absence, Mr. Dean gave a brief overview of agenda items discussed during their meeting of Wednesday, October 12, 2012. In addition to the monthly review of bills being presented for approval later in the meeting, there was also discussion on construction projects updates, snow removal proposals, and the tax levy. Mr. Dean indicated these agenda items would be more fully discussed during his report.

Business Committee

Ms. Giles stated she had no report at this time owing to the fact that all items of concern had already been discussed during the earlier board members' reports.

President's Report

Report of the Superintendent of Schools

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 the consent agenda as follows:

Consent Agenda

- The employment of Darlyn Pruitt, as 4th grade teacher, Meadowview School, effective October 16, 2012, at a salary of \$50,027, Step 11/Level 7, for 180 days, prorated to \$38,910.20 for 140 days.
- The employment of Jason Hendry, as 5th grade teacher, Meadowview School, effective October 17, 2012, at a salary of \$44,369, Step 7/Level 6, for 180 days, prorated to \$34,262.11 for 139 days.
- The adoption of the following revised policies:
 - 3:40 – Superintendent
 - 4:60 – Purchases and Contracts
 - 5:70 – Religious Holidays
 - 6:70 – Teaching About Religions
 - 7:50 – School Admissions and Student Transfers To and From Non-District Schools
 - 7:80 – Release Time for Religious Instruction/Observance
 - 4:120 – Food Services
 - 4:180 – Pandemic Preparedness
 - 5:130 – Responsibilities Concerning Internal Information
 - 5:280 – Duties and Qualifications
 - 6:145 – Migrant Students
 - 6:180 – Extended Instructional Programs
 - 7:140 – Search and Seizure
 - 7:220 – Bus Conduct
 - 7:250 – Student Support Services
 - 7:340 – Student Records
- The approval of the following for public display:
 - 6:235 – Access to Electronic Networks
- Does hereby accept the following donation:
 - Southwest Cook County Cooperative Association for Special Education – School Supplies

Prior to roll call vote, Dr. Scott indicated Policy 6.235 had been removed from recommendation for adoption to an additional 30 day review of a new draft of the policy due to the number of changes.

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

Dr. Scott indicated this position had been eliminated as one of the many cost saving cuts during 2005. The need for reinstatement of this position exists owing to the constraints it puts upon Nurse Brown's time having to cover the position. Therefore, upon Superintendent Scott's recommendation, it was moved by Mrs. Young, seconded by Mrs. Densmore, that the Board of Education, School District 160, Country Club Hills, Cook County, Illinois, does hereby approve the reinstatement of the health clerk position at Southwood Middle School. Upon roll call vote, the following members voted *aye*: Mrs. Densmore, Mrs. Doss, Mrs. McClelland, Mrs. Turner, Mrs. Young, and Ms. Giles. Motion carried.

Action Items
Health Clerk Position

Mr. Dean gave a brief review of the estimated amounts of money necessary to be raised by taxation for the year 2012. The amount of the 2011 tax levy was \$6,525,103 while for the year 2012 the estimated amount to be raised by taxation is \$6,860,808. The district is requesting the maximum amount as a result of significant EAV changes during the last year, resulting in a deficit of 50 million dollars. The poor housing market in Country Club Hills is having a very negative impact on education. He indicated he will continue to run the numbers and also consult with other business managers but at this point it appears it will be necessary to levy the maximum allowable amount. Mrs. Turner inquired as to the collection rate and was informed it is about 85%. Mr. Dean stated he has looked into TIFs but the information that was available online appeared to be inconsistent with what was known. The County Clerk's office has incorrectly identified some properties in Country Club Hills as being within our boundaries when, in fact, they are not. Mrs. Turner pointed out that as of December, 2012, the TIF that is within our boundaries will expire and that the district should consult with School District 227 to ensure that we gain the maximum benefit from the TIF. Following this discussion, it was moved by Mrs. Young, seconded by Mrs. Densmore, that the Board of Education, School District 160, Country Club Hills, Cook County, Illinois, does hereby adopt Resolution No. 12-338, Estimated Amounts Necessary To Be Levied For The Year 2012, as presented and appended to the official minutes. Upon roll call vote, the following members voted *aye*: Mrs. Densmore, Mrs. Doss, Mrs. McClelland, Mrs. Turner, Mrs. Young, and Ms. Giles. Motion carried.

Resolution No. 12-338 –
Estimated Amounts Necessary to be
Levied for the Year 2012

Mrs. Densmore commented that in previous years when the Educational Foundation was in effect there was always a problem finding community members to serve on the board. Dr. Scott indicated she has not started the search pending Board approval of re-establishment. She further stated that board of education members are ineligible to serve due to the fact there may be issues raised that require board approval. Following this discussion, and upon Dr. 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 re-establishing the Country Club Hills Educational Foundation. Upon roll call vote, the following members voted *aye*; Mrs. Densmore, Mrs. Doss, Mrs. McClelland, Mrs. Turner, Mrs. Young, and Ms. Giles. Motion carried.

Educational Foundation

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 District Continuous Improvement Plan as submitted by the administration. Upon roll call vote, the following members voted *aye*: Mrs. Densmore, Mrs. Doss, Mrs. McClelland, Mrs. Turner, Mrs. Young, and Ms. Giles. Motion carried.

District Continuous
Improvement Plan

Dr. Scott reminded board members of the next IASB workshop scheduled for Thursday, October 25, 5:00 pm – 7:00 pm, Southwood School.

IASB Workshop with Mr. Jeff Cohn

The district is developing best practices to facilitate compliance with the ISBE's mandate of implementing PERA/Senate Bill 7, a reform act requiring districts to design and implement performance evaluation systems that assess teachers' and principals' professional skills as well as incorporating measures of student growth. Following the Charlotte Danielson Model, the district will provide on-site and off-site professional development training to teach research based practices that promote student learning and explain what teachers should know and implement in their classrooms.

PERA/Senate Bill 7

The District/School Improvement Plan remains a continuous instrument used to provide guidelines in implementing best practices covering the period through the 2014-2015 school year. One of the major requirements dictated by the ISBE will be implementation of STEM, an initiative still in the ongoing planning stage in Springfield.

District/School Improvement

By consensus, the date of the November board meeting will be changed to November 26, due to the fact that the originally scheduled meeting date of November 12 falls on Veterans Day, a day of non-attendance.

November Board Meeting

Barring any last minute instructions, all board members will be registered for the conference on October 17, the first day registration is open. Board members were requested to convey any pre-conference activities or other workshops requiring registration to Nancy as soon as possible.

National School Board Conference

**Supplementary Reports—
Administration**

Mr. Dean reported:

Business Manager
Ongoing Projects

- All items on the punch list have been completed and the boiler projects at Southwood and Meadowview Schools are completed.
- Testing of the wireless system continues at Southwood. Equipment for Sykuta and Meadowview is arriving on a steady basis and installation will take place after school hours.
- Installation of a dedicated air conditioning unit for the server room at Southwood has started.
- A draft document of our guest internet access policy was placed on public display.

Items identified at last year's inspection continue to be addressed. Inspections with each building administrator will take place over the next few weeks to insure items that have been addressed and corrected continue to be monitored throughout the year.

Life Safety Inspection

Key inventories are nearly complete and access to certain areas, such as the server rooms, are now restricted.

Safety Concerns

Work continues on the annex properties. New doors are scheduled for installation next week as well as the rerouting of the electrical service. Replacement of the roofs have been put out to bid again.

Annex Renovation

Bids for replacement of the parking lots at Meadowview and Sykuta will go out next year

Parking Lot Replacement

As of September 30th:

Financials

Revenues were: \$4,938,297.18
Expenditures: \$3,974,642.22

Mrs. Densmore inquired about the Loretto Lane building. Mr. Dean stated in its current condition and the current housing market it is valued at \$14,000. His feeling is this is not the time to sell because of the many foreclosures in Country Club Hills. His recommendation is to do some basic repairs, give the real estate market time to turn around, and hopefully sell the property for more than \$14,000 at a later date.

Mrs. Martin reported:

Director of Special Services

Through a PowerPoint demonstration, she gave an overview of the test results for special education students taking either IAA or ISAT during Spring 2012 testing.

IEP - IAA/ISAT
Assessment Summary

The two new teachers have settled into their positions and are using Creative Curriculum within the classroom. They and Ms. Herron attended a Transition Process Workshop on October 3, and she will attend ECERS-R training with them in February. The first Parent Meeting was held and the "I Care" model was presented. Unfortunately, only two parents were in attendance but they did express interest in "I Care". Additional Creative Gold training will take place on January 25, and February 4, 2013.

Early Childhood

AIMS Web software is being reviewed and she will be attending the free webinar on October 18, along with any other administrator interested in doing so. One of the items under consideration is whether we want to purchase the academic and behavior portion at a cost of \$7.00 per student to be used in conjunction with PBIS.

Rtl

PBIS and Project Choices have been combined with both consultants agreeing to meet on a regular basis with building and district administrators.

Project Choices

Our district has been selected to join this cohort. Its purpose is to provide districts with hands-on assistance in using their data to analyze and improve placement options for students with disabilities. Through participation in the project, districts will be able to develop a data analysis plan using their local data to identify the root cause impacting low performance on the educational environment measures. A few years ago the percentage of students receiving Rtl was 17% but has since fallen to 8%, an indication the district is moving in the right direction in serving our students.

Illinois LRE Data Cohort

As the powerpoint presented earlier in the report indicates, ISAT scores are going up for special education students but there is still work to be done. Scholastic's Read 180 and System 44 will be the reading curriculum focus during the school year with FASTT Math used in the curriculum for that subject.

ISAT / IAA Recap

Dr. Ali was not in attendance.

Assistant Superintendent

Dr. Scott reported:

Superintendent of Schools

Dr. Ali was absent this evening because she is in Springfield attending the Title I Directors' Meeting.

Title I Conference

She will be in Springfield Wednesday and Thursday attending the Superintendents' Conference. As always, she is available by phone in case of an emergency.

Superintendents' Conference

She was pleased at how quickly Sykuta posted on the district website the donation by Walmart of twenty \$50 gift certificates to be raffled off to the teaching staff, and also their donation of school supplies.

Walmart Donations

**Supplementary Reports—
Board of Education**

Mrs. McClelland—

- At the request of her building principal at Holmes School in Harvey, she had composed a song to be entered in the "Name the Baby Dolphin Contest" being sponsored by the Shedd Aquarium. The administration was recently informed that their entry was the overall winner, and the school will be receiving a monetary award for their participation in the contest.

Adjournment

It was moved by Mrs. Young, seconded by Mrs. McClelland, that the meeting be adjourned. Upon voice vote, all members voted *aye*. The meeting was adjourned at 8:17 p.m.

M. Kay Giles, President, Board of Education

Tamara Young, Secretary, Board of Education