

Meeting of the Board of Education
Country Club Hills School District 160
Monday, December 17, 2012

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

The meeting was called to order by President Giles at 6:10 p.m. Upon roll call, members Doss, Hutson, Young and Giles were found to be present. McClelland arrived at 7:08 p.m. Absent: Densmore and Turner. 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 6:13 p.m., it was moved by Mrs. Doss, seconded by Mrs. Hutson, that the Board recess to closed session to consider information regarding the appointment, employment, compensation, discipline, performance, or dismissal of specific employees. Upon roll call vote, the following members voted *aye*: Mrs. Doss, Mrs. Hutson, Mrs. Young, and Ms. Giles. Motion carried.

Recess to Closed Session

At 7:00 p.m., it was moved by Mrs. Hutson, seconded by Mrs. Young, that the Board reconvene to open session. Upon roll call vote, the following members voted *aye*: Mrs. Doss, Mrs. Hutson, Mrs. Young, and Ms. Giles. Motion carried.

Reconvene to Open Session

Upon President Giles' recommendation, it was moved by Mrs. Doss, seconded by Mrs. Hutson, that the Board of Education, School District 160, Country Club Hills, Cook County, Illinois, does hereby approve the agenda for the meeting of December 17, 2012. Upon roll call vote, the following members voted *aye*: Mrs. Doss, Mrs. Hutson, 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. Doss, that the Board of Education, School District 160, Country Club Hills, Cook County, Illinois, does hereby approve the minutes of its meeting of November 26, 2012, its Business Committee Meeting of November 13, 2012, and its Executive Committee Meeting of November 13, 2012. Upon roll call vote, the following members voted *aye*: Mrs. Doss, Mrs. Hutson, Mrs. Young, and Ms. Giles. Motion carried.

**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 make the determination that the need for confidentiality still exists as to all or part of the minutes of the following closed sessions: November 23, 1982 to November 26, 2012. Upon roll call vote, the following members voted *aye*: Mrs. Doss, Mrs. Hutson, Mrs. Young, and Ms. Giles. Motion carried.

**Minutes of Closed Sessions
Biennial Review**

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 December 17, 2012, and does thereby authorize payment of expenses itemized therein, to wit:

**Disbursement Journal for
December 17, 2012**

Fund

Education	\$	665,769.83
Operations/Maintenance	\$	119,097.10
Debt Service	\$	42,350.12
Transportation Fund	\$	196,270.83
Capital Projects	\$	235,725.25
<u>Total Accounts Payable</u>	\$	<u>1,259,213.13</u>

Payrolls

11/20/2012	\$	398,714.74
12/07/2012	\$	409,641.14
<u>Total Payrolls</u>	\$	<u>808,355.88</u>

Total Disbursement Journal \$ 2,067,569.01

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

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 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 November 30, 2012. Upon roll call vote, the following members voted *aye*: Mrs. Doss, Mrs. Hutson, Mrs. Young, and Ms. Giles. Motion carried.

Financial Statements for the
Period Ended November 30, 2012

Dr. Scott stated that the school with the highest ADA for November is Southwood School with 96.40%. Congratulations to Southwood administration and staff!

**Special Presentation:
Attendance Award**

Recognition of Public

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

Public Forum—Opened

Dwight Taylor, father of students at Sykuta, questioned whether additional safety measures will be instituted to ensure the schools have the level of security in place to protect the students should an incident such as the one in Newtown, Connecticut happen in our district.

Dr. Scott said she and her district administrative staff conducted surprise lock downs at Meadowview and Southwood to gauge how prepared all staff members are to deal with a crisis. Sykuta also had a lock down but the children were aware it was happening because of their age. The administration talked with staff members critiquing how they responded and offering suggestions as to how they could increase their effectiveness in dealing with a crisis. Additionally, a letter was sent home to all parents and a robo call made assuring them that their children's safety is of the utmost concern to all District 160 employees. Ms. Giles commented about the new entry restrictions installed over the summer months in 2011 which affords a higher level of security for entering and exiting the buildings.

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

Public Forum—Closed

Mrs. McClelland was seated at 7:08 p.m.

**Reports of the
Board of Education**

Mrs. McClelland, Chair, was not in attendance at the last meeting and, therefore, had no report.

Executive Committee

Mrs. Hutson, Chair, reported their meeting was held on November 13, with she, Ms. Giles, and Mrs. Doss representing the Board, and Mr. Dean and Dr. Scott from the district office. Discussion items included ongoing life safety projects in addition to other business related issues to be further addressed in Mr. Dean's report.

Business Committee

Ms. Giles no had report.

President's Report

Report of the Superintendent of Schools

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 consent agenda as follows:

Consent Agenda

- The resignation of Kimberly Carter, 6th grade Language Arts teacher, Meadowview School, effective December 7, 2012.
- The adoption of the following revised policy:
 - 5:330 – Sick Days, Vacation, Holidays, and Leaves
- The approval of the 2013 mileage rate at 56.5 cents per mile, as set by the Internal Revenue Service, effective January 1, 2013.

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

Action Items

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 continuance of the previously approved retirement request of July 23, 2012, for Gladys Kendrick, as discussed in closed session. Upon roll call vote, the following members voted *aye*: Mrs. Doss, Mrs. Hutson, Mrs. McClelland, Mrs. Young, and Ms. Giles. Motion carried.

Retirement—
Gladys Kendrick

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 adopt *Resolution No. 12-340, Resolution Regarding 403(b) Plan Document Amendment and Restatement*, as presented and appended to the official minutes. Upon roll call vote, the following members voted *aye*: Mrs. Doss, Mrs. Hutson, Mrs. McClelland, Mrs. Young, and Ms. Giles. Motion carried.

Resolution No. 12-340—
403(b) Plan Document Amendment
and Restatement

Upon Superintendent Scott's 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 adopt *Resolution No. 12-342, Resolution Regarding 457(b) Plan Document*, as presented and appended to the official minutes. Upon roll call vote, the following members voted *aye*: Mrs. Doss, Mrs. Hutson, Mrs. McClelland, Mrs. Young, and Ms. Giles. Motion carried.

Resolution No. 12-342—
457(b) Plan Document

Upon Superintendent Scott's recommendation, it was moved by Mrs. McClelland, seconded by Mrs. Doss, that the Board of Education, School District 160, Country Club Hills, Cook County, Illinois, does hereby adopt *Resolution No. 12-341—School Board Meeting Calendar* for the period January 2013 through December 2013, as presented to the Board of Education and appended to the official minutes. Upon roll call vote, the following members voted *aye*: Mrs. Densmore, Mrs. Doss, Mrs. McClelland, Mrs. Young, and Ms. Giles. Motion carried.

Resolution No. 12-341—
School Board Meeting Calendar

Upon Superintendent Scott's 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 School Improvement Plans for Sykuta and Meadowview Schools, as presented by the Administration. Upon roll call vote, the following members voted *aye*: Mrs. Doss, Mrs. Hutson, Mrs. McClelland, Mrs. Young, and Ms. Giles. Motion carried.

School Improvement Plans—
Sykuta and Meadowview Schools

Information Items

Bargaining Team

Dr. Scott inquired as to which board members would be willing to serve on the Bargaining Team. The first informational meeting for board members to be conducted by our lawyers will be held in January although actual negotiations will not begin until May and run through the summer months. Mrs. Hutson and Mrs. McClelland volunteered to serve on the team with Ms. Giles as an alternate.

Long Range Planning

Dr. Scott reported life safety projects are planned covering a ten year period. There are many items to be addressed and work will commence during the summer. Additionally, a three-five year plan will be developed to address budget issues and how to make best use of limited funding. She will also work with Dr. Ali and Mrs. Martin in developing a 3-5 year comprehensive plan for their areas.

Mrs. Hutson commented there are many things to be done with limited funding available so the district administration must be diligent in making the best possible use of what funds are available.

**Supplementary Reports—
Administration**

Business Manager

Technology

Mr. Dean reported:

- The new computer lab at Sykuta is scheduled for completion following winter recess and should be up and running when the students return in January.
- Net 56 will begin phasing in new servers at various locations throughout the district.
- The Technology Committee met and discussed objectives for the year. A time line was developed and meeting dates set leading up to the Tech Expo and Young Artist Showcase on April 25, 2013.

Winter Projects

Replacement of light bulbs in the gym room and careers labs at Southwood, and the gym at Sykuta will take place as part of a life safety project. Since it involves the rental of a Sky Lift, all light bulbs (working and non-working) will be replaced at this time.

As of November 30, 2012: Revenues were: \$687,406.19 and Expenditures: \$1,733,798.04

Director of Special Services

Early Childhood

Mrs. Martin reported:

A ISBE Early Childhood coach visited the early childhood team to observe classes in session, and reported the program is where it should be. A written report will be sent with more detailed information as to the strengths and weaknesses of our program. The ECERS-R book will be used as a guide to ensure the program continues to operate under the required guidelines.

Previously, minor referrals were not entered into the SWISS data base. To ensure a truer picture of the effectiveness of PBIS and determine what is working and what is not, all referrals will be entered into the data base, entering dates dating back to August of 2012.

PBIS

She, along with Dr. Ali and Ms. Merritt, attended a RtI meeting . Discussion included changes that will be implemented to better meet the needs for staff.

RtI

Dr. Ali reported:

Assistant Superintendent

This team continues to meet periodically with other districts and ISC4 personnel to discuss the implementation of the South Cook Math Initiative throughout the districts. The consensus of this meeting was the need for articulation of math instruction and teacher articulations in order to insure continuity and consistency of instruction from grade to grade.

South Cook Math Initiative
Leadership Team Meeting

Meetings with members of the Gifted, Science, Music, and ACC committees have been held since the last board meeting. Discussions center on the strengths and weaknesses of the curriculum now in place, and what needs to be done to strengthen the curriculum in each subject area. The ACC would like to see a curriculum cycle developed so the committees are aware of when new textbooks may be purchased for their particular content area. Additionally, the Science Committee is in need of more members and if they are unable to get volunteers to serve on the committee, ACC members have agreed to work in tangent with the existing members.

Committee Meetings

Conferences attended were the National Council of Teachers of Mathematics November 28-30, and the Statewide Bilingual Conference December 5-6. This was the second conference focusing on ESL and completes her obligation as the administrator over the program.

Conferences / Workshops

Dr. Scott reported:

Superintendent of Schools

A moment of silence was observed in remembrance of the tragedy that happened last week at an elementary school in Newtown, Connecticut.

Moment of Silence

Dr. Nelson's proposed presentation on Classroom Management has been accepted and she and some Meadowview staff members will be presenters at the NCLB Conference being held in Chicago in February. Meadowview's referral rate has dropped by 50% over the last few years so their presentation should be very informative for fellow conference attendees.

NCLB Presentation—
Meadowview

Ms. Montgomery, Assistant Principal, wrote a proposal for Meadowview girls to participate in this program which combines training for a 5K run along with lesson plans promoting positive choices. The proposal was accepted and training for the run will begin in the spring. Ms. Giles encouraged all board members to be a part of this initiative.

Girls on the Run—
Meadowview

The girls' basketball team from Southwood made it to the playoffs and went downstate for games. Unfortunately, they were eliminated but they represented the district well and will be publicly acknowledged at the January board meeting.

Southwood Girls'
Basketball Team

Ms. Merritt will be coordinating the next Title I Parent Meeting scheduled for late February or early March. Parent input is being solicited.

Title I Parent Meeting

PBIS has been in effect in the district for 8 years and data indicates it is an effective tool in improving student behavior. Data detailing the effectiveness is posted on the Country Club Hills Data Form and the information is maintained on the data base for three years.

PBIS Data

**Supplementary Reports—
Board of Education**

Mrs. Hutson inquired whether cleaning of the schools would take place during the winter recess. Mr. Dean indicated this would be happening and he has already conducted a walk through with Perfect Cleaning staff to identify areas to be targeted.

Mrs. Hutson also commented that there seemed to be a lot of suspensions at Meadowview during the past month. Dr. Scott explained there has been a backlog and this month represented catching up with suspensions at Meadowview. In fact, Meadowview is doing very well in referrals and suspensions.

Mrs. McClelland extended birthday wishes to all board members and staff celebrating a birthday during the month of December.

Adjournment

It was moved by Mrs. Doss, seconded by Mrs. McClelland, that the meeting be adjourned. Upon voice vote, all members voted *aye*. The meeting was adjourned at 7:42 p.m.

J. Kay Giles, President, Board of Education

Tamara Young, Secretary, Board of Education