

Meeting of the Board of Education  
Country Club Hills School District 160  
Monday, October 21, 2013

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 Densmore, Doss, McClelland, Thurman, Young and Giles were found to be present. Absent: 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 6:11 p.m., it was moved by Mrs. Densmore, seconded by Mrs. Young, that the Board recess to closed session to consider information regarding the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the district or legal counsel for the District, including hearing testimony on a complaint lodged against an employee or against legal counsel for the District to determine its validity. Upon roll call vote, the following members voted *aye*: Mrs. Densmore, Mrs. Doss, Mrs. McClelland, Mrs. Thurman, Mrs. Young, and Ms. Giles. Motion carried.

Recess to Closed Session

At 6:48 p.m., it was moved by Mrs. Densmore, seconded by Mrs. Hutson, that the Board reconvene to open session. Upon roll call vote, the following members voted *aye*: Mrs. Densmore, Mrs. Hutson, Mrs. Young, and Mrs. Doss. Motion carried.

Reconvene to Open Session

It was moved Mrs. McClelland, seconded by Mrs. Densmore, that the Board of Education, School District 160, Country Club Hills, Cook County, Illinois, does hereby amend the agenda as follows: table Agenda item 7.210. Upon roll call vote the following Members voted *aye*: Mrs. Densmore, Mrs. Doss, Mrs. McClelland, Mrs. Thurman, Mrs. Young and Ms. Giles. Motion carried. It was moved by Mrs. Densmore, seconded by Mrs. McClelland, that the amended agenda for the meeting of October 21, 2013 be approved. Upon roll call vote, the following members voted *aye*: Mrs. Densmore, Mrs. Doss, Mrs. McClelland, Mrs. Thurman, 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 meeting of September 23, 2013, its Special Meetings of September 16, 2013 and October 1, 2013, and its Executive Meeting of September 17, 2013. Upon roll call vote, the following members voted *aye*: Mrs. Densmore, Mrs. Doss, Mrs. McClelland, Mrs. Thurman, Mrs. Young, 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 October 21, 2013, and does thereby authorize payment of expenses itemized therein, to wit:

Disbursement Journal for  
October 21, 2013

Fund

Education	\$	231,506.59
Operations/Maintenance	\$	89,447.77
Transportation	\$	99,357.06
Site and Construction	\$	7,225.00
Tort Immunity	\$	39,151.36
<u>Total Accounts Payable</u>	\$	<u>466,687.78</u>

Payrolls

09/13/2013	\$	381,566.98
09/13/2013	\$	368,858.63

Total Payrolls \$ 750,425.61

Total Disbursement Journal \$ 1,217,113.39

Upon roll call vote, the following members voted *aye*: Mrs. Densmore, Mrs. Doss, Mrs. McClelland, Mrs. Thurman, Mrs. Young, 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 September 30, 2013. Upon roll call vote, the following members voted *aye*: Mrs. Densmore, Mrs. Doss, Mrs. McClelland, Mrs. Thurman, Mrs. Young, and Ms. Giles. Motion carried.

Financial Statements for the  
Period Ended September 30, 2013

### **Recognition of Public**

Upon President 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. Thurman, 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. McClelland, seconded by Mrs. Young, 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. Thurman, Mrs. Young, and Ms. Giles. Motion carried.

Public Forum—Closed

### **Reports of the Board of Education**

#### **Executive Committee**

Mrs. McClelland reported the committee met on Tuesday, October 15, 2013. Members present were Mrs. Thurman and herself, in addition to Dr. Scott. Topics discussed: (1) field trips: all field trips shall be supervised by staff members or other adults in accordance with district procedure. No student shall be excluded from any field trip because of lack of funds. Parents permission must be obtained in writing or telephone when a field trip is planned. All field trips must have Superintendent approval except field trips beyond a 200 mile radius of the school or extending overnight, they must have board approval. (2) Grading and Promotion: Every teacher shall maintain an evaluation record for each student in the classroom. A district administrator cannot change the final grade assigned by a student without notifying the teacher. Reasons for changing a student's final grade include (a) a miscalculation of test scores, (b) the technical error in assigning a particular grade or score, (c) the teacher agrees to allow the student to do extra work that may impact the grade, (d) an inappropriate grading system used to determine the grade, (e) an inappropriate grade based on appropriate grading system. (3) Evaluating and Reporting Student Achievement: inform students about the grading system at the beginning of each school year. Explain that grades progress toward education goals and assist in the improvement of that process: (a) preparation of assignments, including accuracy and promptness, (b) contribution to classroom discussions, (c) demonstrated understanding of concepts, (e) performance on tests, quizzes and final examinations. Parents/guardians attend teacher conferences. Provide a study conducive atmosphere and supervise their child's completion of coursework. The next meeting is scheduled for November 12, 6:30 p.m., District Office.

No report due to Mrs. Hutson, Chair, absence and that the last meeting was cancelled.

**Business Committee**

President Giles reminded board members of the IASB Fall Dinner Meeting scheduled for October 30, 2013, 6:30 p.m., Orland Chateau.

**President's Report**

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 consent agenda as follows:

- The employment of Colleen Beecher, as a grade K-1Cross Categorical teacher, Sykuta School, effective October 15, 2013, at a salary of \$43,211, Step 7/Level 8, for 180 days, prorated to \$33,848.46 for 141 days.
- The resignation of Frances Brown, Teacher Aide, Meadowview School, effective October 25, 2013.
- The adoption of the following revised policies be placed on public display until the October Board meeting:

PRESS Update Issue 82, July 2013

- 2:105 – Ethics and Gift Ban
- 2:120 - Board Member Development
- 4:20 - Fund Balances
- 5:20 – Workplace Harassment Prohibited
- 6:120 – Education of Children with Disabilities
- 7:230 – Misconduct by Students with Disabilities
- 7:340 – Student Records

Upon roll call vote, the following members voted *aye*: Mrs. Densmore, Mrs. Doss, Mrs. McClelland, Mrs. Thurman, 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 transfer of the Referendum Fund Account in the amount of \$656.03, to the Education Foundation Account. Upon roll call vote, the following members vote *aye*: Mrs. Densmore, Mrs. Doss, Mrs. McClelland, Mrs. Thurman, Mrs. Young, and Ms. Giles. Motion carried.

Transfer of Funds

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 applications for Energy and Maintenance Matching Fund Grants as submitted by Planara Architects. Upon roll call vote, the following members voted *aye*: Mrs. Densmore, Mrs. Doss, Mrs. McClelland, Mrs. Thurman, Mrs. Young, and Ms. Giles. Motion carried.

Energy and Maintenance Grants

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 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. Thurman, Mrs. Young, and Ms. Giles. Motion carried.

District Continuous Improvement Plan

**Information Items**

Dr. Scott informed the Board that Jeff Cohn is requesting at least 5 surveys for Board Training be completed no later than October 28, or the retreat will be cancelled. Workshop times are November 1, 6:00 p.m. – 9:00 p.m, and November 2, 8:00 a.m. – 11:00 a.m.

Board Training with Mr. Jeff Cohn

Dr. Scott reported that the Education Foundation held its first meeting on October 17. Five members of the Board of Directors and Dr. Scott were present. Officers were elected and committees assigned. Committee meetings will be held during November and the next official Foundation Board meeting is scheduled for December 3, 2013, 7:00 p.m., District Office. An additional member Leijuana Doss an attorney from Country Club Hills joined.

Education Foundation

Dr. Scott reported that the Board participated in the BoardDocs training tonight prior to this meeting. Implementation begins at our next official Board meeting November 18, 2013. Hard copies will be distributed through December.

BoardDocs

Dr. Scott reported that the school improvement presentations were scheduled for November 6, however, it was decided that meeting be cancelled so that teachers can prepare for Parent-Teacher conferences on November 7 and 8. Therefore, presentations will be held during the December and January Board meetings.

School Improvement Presentations

Dr. Scott reported that the IASB is celebrating its 100<sup>th</sup> anniversary this fall. Local Districts have been invited to join the centennial celebration by participating in the video greetings project which invites Boards to introduce their governing teams, recognize the district's history and to send a video message to celebrate the Association's anniversary. The Association has supplied a sample script. There are two samples on the IASB's YouTube page for public viewing. The videos appear in the order they were received and all will be on display at the 2013 Joint Annual Conference. The deadline is November 15. It is suggested the Board do this either November 1 prior to the Board Retreat or November 2 after the Board Retreat. The Board agreed on Friday night, 5:30 p.m., prior to the Retreat for this video taping.

IASB Video Presentation

**Supplementary Reports—  
Administration**

Mrs. Carpenter reported:

**Interim Business Manager**

The IDPH, Illinois Department of Public Health, sponsored a Pest Control Seminar. A representative attended to make the District compliant with the integrated pest Management program. Guardian Pest Control is the district's current vendor associated with the program.

Integrated Pest Management  
Program

The action taken by the Board tonight will result in the district submitting the Applications for both the Maintenance Grant and Energy Efficiency Grant. The Maintenance Grant is dollar for dollar matching program providing up to \$50,000. The District is seeking tuck pointing at Southwood School. This item is on the Districts Life Safety Survey. A total projected cost with contingency is \$93,600. If the grant is approved the state will issue \$46,800 to the District. The School Energy Grant is open to Local Education Agencies for a grant of up to \$250,000. The District is seeking to replace inefficient lighting at Meadowview, Southwood, and Sykuta. A total projected cost with contingency is \$228,000. If the grant is awarded, the state will issue \$114,000 to the District.

Maintenance and Energy Grants

The Board will approve the tentative levy to comply with Truth in Taxation at the November board meeting. It will be recommended that the Levy be increased to insure that the District has sufficient dollars on the Certificate of Levy to capture not only new property and CPI but also any TIF property that may be included in the tax rolls. The City of Country Club Hills has been 23 years and could return to the tax rolls as soon as the Cook County's Office receives notification from the City of Country Club Hills.

District Tax Levy

Mrs. Volpe reported:

**Director of Special Education**

Met with Dr. Barb Curl, our RtI consultant, and the School Improvement Team at Meadowview School to complete the Self-Assessment of Problem Solving Implementation. The assessment will serve as baseline data regarding the features of RtI systems currently in place. Next steps include the creation of a long term action plan for refining and building a

Response to Intervention

multi-tier system of student support for academics. They will continue with Sykuta and Southwood Schools.

Dr. Ali reported:

**Assistant Superintendent**

No Child Left Behind Act requires that adequate yearly progress (AYP) in reading and Math be measured annually for each school in Illinois, AYP is based primarily on the results of the Illinois Standards Achievement Test (ISAT) given to students in grades 3-8. Schools must meet the State's minimum target of 92.5% in reading and math as well as other indicators such as test participation and attendance to make AYP. Illinois schools, including Country Club Hills School District 160, have begun implementing the new Common Core State Standards, which outline the skills and content our students must master at each grade level to continue on the path to college and career readiness. These new standards for Math and English Language Arts will ensure that our students leave school equipped with the proper tools for success. To meet the demands of the new learning standards, the ISAT performance levels and cut scores were increased on the March 2013 state assessment (20% of the test items were Common Core). These higher expectations have resulted in the ISAT scores of a number of students across the state of Illinois and in our district that previously met and exceeded standards to drop significantly. Consequently, some students' scores will be classified as needing improvement.

AYP

Each school year the state of Illinois publishes the AYP status reports that explains how schools in Illinois have performed in meeting or exceeding the AYP Target. The final state AYP reports are now published, and even with the increase in the assessment cut scores, the results do show improvement in achievement for all three schools through meeting standards by making the AYP Safe Harbor Targets. In order to make AYP by the Safe Harbor Target provision a subgroup must decrease the number of students not meeting standards by 10% from the previous school year. We are pleased to congratulate the students and teachers of each school and to report the following results:

Meadowview AYP by Safe Harbor Targets, percent of students meeting AYP by Safe Harbor Targets:

All: Reading – 48.3% / Math – 46.2%

Black: Reading (48.1%) / Math (46.2%)

Economically Disadvantaged – Reading (45.3%) / Math (41.1%)

Sykuta School Results AYP by Safe Harbor Targets, percent of students meeting AYP by Safe Harbor Targets:

All: Reading 47.1%

Black: Reading (48.2%)

Economically Disadvantaged – Reading (40.2%) / Math (31%) of students in Math.

Southwood Middle School percent of Students Meeting AYP by Safe Harbor Targets:

Economically Disadvantaged – Math (41.4%)

We are working with teachers with curriculum document, releasing teachers for 90 minute a day, and offering professional development in reading and math.

School Rise

Mrs. Thurman questioned whether or not there was a good attendance in the after school program. Dr. Ali responded that between after school and the SES programs, which they have to qualify as low income, the parent can choose after school or SES. We sent out 934 letters to eligible students, of that 142 submitted a letter to be in SES program and in terms of allocation of Title I funding, we can service 76 of those. There is also Aims Web, monitoring the lower students, progress monitoring—which is looked at every two months; and, RtI for students who need special help who are not in after school.

Dr. Scott reported:

**Superintendent of Schools**

We do not celebrate enough! Superintendent Koch in his State of District relating to

Common Core—now have conversion charts available. Third grade Math using old scores 82% met or exceeded—is higher than State score. Sykuta reading was a little lower. Southwood a little lower. Meadowview met safe harbor. We need to celebrate!

In following up with Dr. Ali's comments on the use of school day, the principals and I will attend a two day Professional Learning Communities conference in Indianapolis October 28-30, studying with Rick DuFour. Professional Learning Community time is embedded in our current school schedules.

Dr. Ali is working on math curriculum, our principals are a little ahead and are currently using ISBE's math curriculum which is posted on ISBE's website. She commends principals as they are a step ahead.

**Supplementary Reports—  
Board of Education**

Ms. Giles congratulated everyone for a job well done.

**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 8:16 p.m.

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J. Kay Giles, President, Board of Education

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Monique Thurman, Secretary, Board of Education