

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

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

The meeting was called to order by President Giles at 6:08 p.m. Upon roll call, members Densmore, Doss, Hutson, McClelland, Young and Giles were found to be present. Mrs. Thurman was seated at 7:35 p.m. 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 6:15 p.m., it was moved by Mrs. Densmore, seconded by Mrs. Doss, 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. Hutson, Mrs. McClelland, Mrs. Young, and Ms. Giles. Motion carried.

Recess to Closed Session

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

Reconvene to Open Session

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 agenda for the meeting of November 18, 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

**Approval of Minutes
and Financial Statements**

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 approve the minutes of its meeting of October 21, 2013, its Committee-of-the-Whole Meeting of October 21, 2013, and its Executive Meeting of October 15, 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.

**Minutes of Meetings
of the Board**

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

**Disbursement Journal for
November 18, 2013**

Fund

Education	\$	308,411.16
Operations/Maintenance	\$	48,841.91
Transportation	\$	4,495.58
Site and Construction	\$	0.00
Tort Immunity	\$	26,707.86
<u>Total Accounts Payable</u>	\$	<u>388,456.51</u>

Payrolls

10/11/13		407,032.96
10/25/13	\$	384,896.57
<u>Total Payrolls</u>	\$	<u>791,929.53</u>

<u>Total Disbursement Journal</u>	\$	<u>1,180,386.04</u>
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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 October 31, 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.

Financial Statements for the
Period Ended October 31, 2013

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. Doss, Mrs. Hutson, 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. 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. Hutson, Mrs. McClelland, Mrs. Young, and Ms. Giles. Motion carried.

Public Forum—Closed

Dr. Scott stated that the attendance award for August/September is awarded to Sykuta School for an ADA of 96.24%. Congratulations to Sykuta administration and staff!

**Special Presentation:
Attendance Award**

**Reports of the
Board of Education**

Mrs. McClelland reported the committee met on Tuesday, November 18, 2013, prior to the regular board meeting. She, Mrs. Densmore and Dr. Scott were in attendance. Topics discussed included the 2013-2014 revisions to the School Board Annual Agenda, resignations and retirement incentives.

Executive Committee

Mrs. Hutson, Chair, reported she, Mrs. Young, and Dr. Scott met on Tuesday, November 12. Their meeting included the review of Accounts Payable and Payroll.

Business Committee

President Giles, Mrs. Thurman, Dr. Scott and Dr. Nelson all had the opportunity to attend the NABSE conference in Detroit, Michigan. She found all the speakers at the various workshops to be inspiring and was impressed with the caliber of the presenters throughout the event. Dr. Scott added she also thought the conference was well planned and informative, and Dr. Nelson expressed her appreciation for having the opportunity to attend.

President's Report

The Superintendents' Commission for the Study of Demographics and Diversity is scheduled for March 20-21, 2014, at the Tinley Park Convention Center. A great lineup of speakers have committed to the conference and she encouraged board members to make every effort to attend.

Report of the Superintendent of Schools

Action Items

At Dr. Scott's request, Kathleen Carpenter, Interim Business Manager, gave a brief recap of the tax levy being brought to the board for approval. The proposed aggregate amount of taxes to be levied is ambitious. It reflects significant dollars that ultimately may not be extended due to the tax cap. However, if the TIF district, or new property growth, or increase in EAV (equalized assessed value) happens then the certificate will capture those dollars. In doing so, the base on the next year's extension (2014) will be forever preserved. If the district does not have sufficient dollars on the resolution, the County Clerk's Office will have no authorization to extend what the district may be entitled as it only has the authorization to extend the debt of the district without

yearly resolutions since all debt of the district is filed with the County Clerk's Office at the time the debt is issued.

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. 13-353, Estimated Amounts Necessary To Be Levied For The Year 2013*, as presented and appended to the official minutes. Upon roll call vote, the following members vote *aye*: Mrs. Densmore, Mrs. Doss, Mrs. Hutson, Mrs. McClelland, Mrs. Young, and Ms. Giles. Motion carried.

Resolution No. 13-353—
Estimated Amounts Necessary to be
Levied for the Year 2013

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 employment of Diane Howard as Pre-K teacher, Sykuta School, effective November 12, 2013, at a salary of \$45,568 for 180 days, prorated to \$30,885.52 for 122 days. Upon roll call vote, the following members voted *aye*: Mrs. Densmore, Mrs. Doss, Mrs. Hutson, Mrs. McClelland, Mrs. Young, and Ms. Giles. Motion carried.

Employment—
Diane Howard

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 request to rescind the resignation, for purposes of retirement, for Sharon Mack as previously approved on July 15, 2013. Upon roll call vote, the following members voted *aye*: Mrs. Densmore, Mrs. Doss, Mrs. Hutson, and Mrs. McClelland. *Abstain*: Mrs. Young and Ms. Giles. Motion carried.

Request to Rescind Retirement
Request—Sharon Mack

Information Items

Dr. Scott stated that while she will not be attending the conference she has made reservations for board members to attend a reception hosted by Franczek Radelet, and a brunch hosted by Preferred Meals. Dr. Ali also arranged for their attendance at a reception hosted by the law firm of Hinshaw and Culbertson. She urged board members to attend these functions. Mrs. Densmore stated that as a Director with the IASB her fellow board members will receive special seating in the first few rows for the general sessions at the Hyatt, and that they are also invited to attend a reception on Friday evening hosted by the IASB.

IASB Triple I Conference

Dr. Scott reported that the committees of the Education Foundation have both had their first meetings. Preliminary planning has begun for a fundraising event to be scheduled during the 2013-2014 school year. They are hoping to secure well known performers and athletes attendance so the fundraiser will result in community participation and support of the event. The Awards Committee is developing an application / proposal form for district staff members to submit if they have an activity or event they would like to receive funding for from the Foundation. Their next meeting is scheduled for December 3 at which time the committee members hope to have the form available for distribution.

Educational Foundation

[Mrs. Thurman was seated]

Using the Illinois Interactive Report Card (IIRC), Dr. Scott provided an overview of the wealth of information available on this website. Each drop down is easy to understand and guides the user through sections that include:

District/School Report Cards

District Snapshot – Provides “fast facts” including ISAT scores, enrollment, schools, teachers, student mobility, low-income data, percentage of English learners, instructional and operational spending.

Academic Progress – Compares district scores to state scores with charts available to compare old versus new cut scores by subject, grade level, ethnicity. The data is there to compare district scores not only state wide but also neighboring districts.

District Environment – Using the 5Essentials Survey, students and teachers are able to share their perspectives on essential conditions for learning which include effective leaders, collaborative teachers, supportive environment, ambitious instruction, and involved families.

Student Characteristics – Through charts, a 5 year trend detailing how the student body has changed is available. It also shows a breakdown by racial/ethnic diversity.

Schools in District – Data on each school in the district can be accessed and provides information on ISAT scores, average class size, total enrollment, number of teachers, and student mobility.

Dr. Scott stressed this is a valuable tool and urged board members to access the website and become familiar with the data.

**Supplementary Reports—
Administration**

Mrs. Carpenter reported:

Interim Business Manager

She has met with one contractor and received a proposal for the renovation of the Baker building to be ultimately used by Curriculum and Instruction personnel. Additional proposals will be secured and reviewed before the project is awarded to a contractor.

Annex Office Remodeling

She has reviewed the draft of the June 30, 2013 audit and discussed a few areas of concerns with the auditor. The auditor, in turn, will meet with the Township Treasurer to address these concerns prior to finalization of the audit.

Draft of June 30, 2013 Audit

A proposal in the amount of \$4,150 for the fixed assets inventory has been received from Industrial Appraisal. The cost of this expenditure should be included in the FY 14/15 budget with actual field work for all fixed assets to begin during the summer of 2014.

Fixed Asset Update

A computer lab for Meadowview will be installed with the cost of the 30 computers, desks, and all infrastructure being funded through Title I.

Meadowview Computer Lab

An in depth report on the tax levy will be presented during the December board meeting.

Tax Levy

Mrs. Volpe reported:

Director of Special Education

A two year action plan has been developed and will be submitted to ISBE as a Program Improvement Plan. The Plan is based on best practices, current early childhood research, state implementation guidelines and the specific items identified by ISBE that must be remediated. Our Preschool for All Program and our Early Childhood Program will be reconfigured to create blended model sections that will provide for smaller classroom sizes and operate consistent with best practices. The district has been assigned a coach from ISBE to assist in implementation of these initiatives.

Preschool for All Program

System 44 Next Generation has been upgraded. Scholastic coaches will continue to provide support to all teachers implementing System 44, Read 180, and FastMath. Two intensive direct instruction programs by SRA, Reading Mastery Signature Series and Language for Learning, will be piloted by special education staff. The consensus is the components of System 44 Next Generation and Read 180 meet objects identified during a needs assessment with the only drawback being they are not developed for students below third grade. As a consequence, the SRA series will be ordered for students in grades K-2.

Special Education
Curriculum and Instruction

Margo Brown, District Nurse, has worked vigorously to sign up students for dental exams through our dental program. She has also arranged for the Ronald McDonald Health Clinic Bus to provide immunizations and physicals for the students. These efforts to make it easier for parents to comply with state mandated health requirements to avoid their child's exclusion on October 15th because of non-compliance, per the Illinois School Code, has been very successful.

Health Services

Two additional days of training at no additional cost to the district was negotiated with Aimsweb. This additional training will provide support to teachers to implement Aimsweb with fidelity. All Meadowview staff attended a half day initial RtI presentation by Dr. Barb Curl on the October SIP day. She then followed up training specifically for special education teachers. She and Dr. Curl will continue with the initial RtI presentation to all Sykuta and Southwood staff in December and continue the series of trainings. She has been attending Sykuta special education teachers' weekly PLC meetings to provide training in RtI concepts and review special education procedures.

Response to Intervention

Dr. Ali reported:

Assistant Superintendent

Through a PowerPoint presentation, a brief synopsis of the drop seen in ISAT scores during 2013 as a result of new "cut scores", and how the district must develop new learning initiatives as the Common Core Learning Standards becomes the basis for 100% of 2014 ISAT was given. While the 2013 results are discouraging in themselves they do not paint an accurate picture of how our students performed in comparison to 2012 ISAT results. That comparison shows that, for the most part, students not only met but in some cases exceeded 2012 scores. District 160 administrators and staff have their work cut out for them in preparing students to embrace the new CCSS. Professional development is ongoing using SchoolRise, SCMI, AIMSweb, and the Consortium for Educational Change as support systems for teachers. There is increased focus on core instruction, curriculum development, writing across the curriculum, and literacy and math. Teachers are being given release time to build a collaborative culture focused on student learning. Using NWEA, our local assessment, as a tool in identifying areas in need of increased rigor, curriculum is being realigned to increase student performance to not only meet the State's Safe Harbor Target of +10%, but to meet the District's expectation of +15%.

Testing Data Report

She has met with various committees since the last board meeting. The goal of the Language Arts Committee is to begin the process of ELA textbook adoption. The meeting with Advisory Curriculum Committee members focused on the NWEA MAP online upgrade used to evaluate students' performance and identify areas of concern. The Music Committee is reviewing the curriculum guide the committee developed during the last school year. They are using it in their classroom to test for fidelity and hope to soon bring it to the board for adoption.

Curriculum Committees

She attended various conferences during the month including the Consortium for Educational Change Student Growth Workshop, Professional Learning Communities Workshop, ECRA Users Group meeting, and the Race to the Top meeting.

Conference Attendance

Applications for the Career Grant in the amount of \$1,244, and the Library Grant in the amount of \$1,077 have been submitted.

Grants

Dr. Scott reported:

Superintendent of Schools

Following up on Dr. Ali's test data report, she advised the board the ISAT testing data can be upsetting unless board members understand how to compare 2012 results with 2013 results – basically apples to apples rather than apples to oranges as reflected by the new cut scores shown on the AYP reports. She again urged board members to go to the Illinois Interactive Report Card My IIRC Website. There they will find data presented in easy to understand charts that illustrate how our students really scored. She demonstrated through charts provided by the State that when using the old cut scores, the percentage of students meeting/exceeding standards remains at 72% (no loss in achievement). When comparing the "new cut scores" as indicated on ISBE's conversion chart, the students demonstrated growth over two years. In 2012, 41% of the students met/exceeded state standards. In 2013, 43% of the students met/exceeded state standards. The old and new cut score conversion tables indicate that our students did not "drop" in achievement. They actually grew by 2 percentage points. Becoming familiar with the data will enable them to better understand the scoring and, in turn, be able to address questions they may be asked by parents.

ISAT Test Data

Southwood's chorale, under the direction of Mrs. Brytish Thomas, will perform at River Oaks Mall on Tuesday, December 10.

Southwood Chorale Performance

Members of NJHS, under the direction of Mrs. Doris Blackwell, will volunteer their time on Saturday, November 23, to assist parishioners at Hazel Crest Assembly Church in serving a Thanksgiving dinner to the needy in surrounding shelters. A Certificate of Merit will be presented to the students for their participation.

NJHS Activity

**Supplementary Reports—
Board of Education**

All board members voiced their appreciation for the cards and various mementos received from the staff and students at all three schools. They felt the love and affection shown through this thoughtfulness and were touched by the time and effort involved in creating such a nice remembrance of National School Board Member Day.

National School Board
Member Day

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 8:38 p.m.

J. Kay Giles, President, Board of Education

Monique Thurman, Secretary, Board of Education