BOARD OF EDUCATION PRAIRIE-HILLS ELEMENTARY SCHOOL DISTRICT

MINUTES OF WORK SESSION DISTRICT PROFESSIONAL CENTER

3015 WEST 163RD STREET MARKHAM, ILLINOIS

JULY 1, 2013

# Call to Order and Pledge of Allegiance

President Mrs. Barbara Nettles called the meeting to order at 7:08 p.m. The Pledge of allegiance was conducted during the earlier session.

1. **Roll Call**

The following members were present Juanita R. Jordan, Dr. Gregory Jackson, Elaine Walker, and Barbara Nettles. Absent: Anthony A. Cole, Sharron Davis and Dionne Freeman-Cooper.

Also, present were: Superintendent, Dr. Kimako Patterson, Assistant Superintendent of Curriculum, Instruction & Technology, Mrs. Julia Veazey, Director of Business Affairs & Human Resources, Dr. Alicia Evans, and Director of Student Services, Mrs. Carrie Ablin.

1. **Construction Update**

Bob Hickman informed the board the that the air handler pulleys were in the 6th grade B wing were changed to increase the air quality. He stated that he is waiting for the results. Mr. Hickman stated that he had a meeting scheduled for July 9th with the plumbers the HVAC contractor Nicholas and Associates and Commonwealth Edison on the valves in the science rooms. He stated that the training with Johnson Control is complete and the backup for the alarm system will be installed within the next day.

Dr. Patterson inquired if the drains were repaired, Mr. Hickman stated that is has been repaired.

1. **Strategic Goals**

Dr. Patterson inquired from the board about the direction in which The Board would like to go in regards to the strategic goals. She informed The Board that she would like to get the goals from 2011 in addition to the goal that she created. She stated that a framework needed to be created and sent out to the community to create a committee of the whole.

The Board and Dr. Patterson had a brief discussion about forming the committee of the whole and the expectations.

Mrs. Nettles and Dr. Patterson stated that she would like to get some feedback from the community members as well.

Dr. Patterson informed the board that the raw data that has come in from the ISAT cut scores, Fieldcrest School’s cut scores were in the 70th percentile with the new cut scores which would have made them in the 90th percentile if the cut scores had not changed.

1. **Prairie Hills School District Procedure Manual**

Dr. Patterson informed the Board that IASB has a procedural manual that cost between 8,000 to 12,000 dollars. She informed the board that she will be presenting a contract for the service. She stated that she would like to pay for the procedural manual out of the board’s budget and the superintendent’s budget.

1. **FY 2013 School Maintenance Program Grant**

Dr. Patterson informed the Board that Dr. Evans wrote and received a 50,000 grant for maintenance. Dr Evans stated that she will use the grant money to pay for the exterior wall repair at Markham Park School. She stated that the cost may exceed 50,000.00.

1. **Depositories and Signatories**

Dr. Evans informed the board that the District has not had Depositories and Signatories approved in a while. Dr. Evans stated that the checking account that was previously used for the Student Activity Account was a money market account she stated that fees were being charged for this account because they only allow 6 withdrawals per month. She stated that she opened another account with no fees. She will make withdrawals form the money market checking to put into the new account. She also stated that the signers on the account needed to be updated.

1. **2013-2014 Food Service Bid**

Dr. Evans informed the board that the food service bid from Preferred Meals came in lower than last year. She stated that she would like to use Preferred Meals for the 2013/2014 school year.

1. **Transportation Bid**

Dr. Evans informed the Board that there are two vendors came in to bid on bus service for the 2013/2014 school year. The companies were ALLTOWN and Positive Connections. She stated that thus far Positive Connections is the lowest bid.

1. **Community Work Program**

Dr. Patterson informed the Board that trustee Pate from Hazel Crest informed Mrs. Veazey that she has students available to work through the Community Work Program. Mrs. Veazey stated that there will be 14 Community Workers at the Junior High to work with the summer school staff and students.

1. **2014 National Assessment of Educational Progress(NAEP)**

Mrs. Veazey informed the Board that the State has selected the Junior High to participate in the National Assessment of Educational Progress. She stated that it will be only the 8th grade students participating. The state will provide all testing materials they will also provide the grading service.

1. **ELL Compliance Response**

Mrs. Veazey informed the Board that the District has completed our final compliance report. She stated that they want us to complete an ELL handbook which has been completed. Mrs. Veazey stated that she received new guidelines on Monday; the new guidelines are effective in January of 2014. She stated that she will add to the current guidelines and additional information that is required. Additionally she informed the Board that they are raising the cut score to be exited out of the program.

1. **ELL Handbook**

Mrs. Veazey informed the board that she has completed the ELL handbook with all the expectations from the state for the district. She informed the board that if any Board Members would like to make any changes to the final draft please inform her.

She also stated that the state would like to curriculum maps in Spanish as well

1. **Contracts**

Mrs. Veazey informed the board that she would like to continue the contract with Deborah Crosslin. She stated that she is very pleased with the work that Mrs. Crosslin has done this past year. She informed the Board that Mrs. Crosslin comes in early to work with the staff members on the planning of their events. She stated that Mrs. Crosslin does research on the music for the concerts.

Mrs. Veazey stated will provide mentoring and classroom, observations for the tier 1 through 3 teachers. Mrs. Davis presented the mentoring program with Mrs. Grove last year and she would like to have Mrs. Davis continue the mentoring program for the 2013/2014 school year with Mrs. Adrianzen. She stated that the mentoring program is very valuable.

Mrs. Veazey informed the Board that Mrs. Gacek is very strong in the classroom with the teachers by providing additional assistance to the first year teachers. She stated that Mrs. Gacek models the lessons for the new teacher which is a great help to them.

Mrs. Veazey informed the board that she will present these contracts for approval at the Board meeting.

Mrs. Ablin stated the SPEED would like to rent 3 classrooms for the 2013/2014 school year. She stated that they usually rent these classrooms every year. She informed the Board that the district will receive 12,000 for the classroom rentals.

1. **New Business**

Dr. Patterson stated the district is going to do business with the Common Core Institute which is sponsored by the college and career institute. She stated that all administrators will become black belts in common core. The company will come out on the second day of school and present to all teachers. The teacher process is 2 years and the administrators will complete the process in one year. She stated that she will also create a common core cohort of teachers who would like to volunteer. She stated that she is very excited to get the program started.

Dr. Patterson informed the Board that the district will be having a computer sale. She stated that they will be sold for 100.00 each. The sale will be held on July 17, 2013. The computers will come from the lab at Mae Jemison and from other schools. Dr. Patterson stated that one of the labs at Mae Jemison will be all Mac’s

Dr. Patterson informed the Board that she will be in mediation with Always on July 31, 2013.

1. **Executive Session**

None

1. **Adjournment**

Juanita R. Jordan moved and it was seconded by Dr. Gregory Jackson to adjourn the meeting. On voice vote all members present voted aye. Nays: None. Absent: Dionne Freeman-Cooper, Anthony A. Cole and Sharron Davis.

**Motion Carried 8:25 p.m.**

Submitted by:

Barbara Nettles, President

Margarita McCarty, Secretary