**BOARD OF EDUCATION PRAIRIE-HILLS ELEMENTARY SCHOOL DISTRICT**

**MINUTES OF A REGULAR MEETING DISTRICT OFFICE SCHOOL**

**3015 W. 163rd MARKHAM, ILLINOIS 60429**

**AUGUST 19, 2013**

# Call to Order and Pledge of Allegiance

President Barbara Nettles called the meeting to order at 7:00 PM. She then led the Board and audience in the pledge of allegiance.

1. **Roll Call**

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

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

1. **Presentation**

**Summer Scholars Program 2013**

Mrs. Veazey presented to the Board the Summer Scholar Program which started on June 10 and ended on July 18, 2013. The program was 23 days; there were 41 staff members and 18 classes. They offered STEM, Art, Chorus, Spanish and Computer in addition to core subjects. She stated that this was the first year that there was no Special Education Program. She informed the Board of the growth with the i-Ready test scores. Mrs. Veazey explained the dynamics in the classrooms which included special education students in regular education classes. In math all students showed gains except 2nd and 3rd grades. She stated that they piloted the voices reading program which includes character education. Mrs. Veazey gave a summary of all activities completed during the summer Scholars Program which included a fieldtrip to the Zoo and a Chicago Sky Basketball game.

Dionne Freeman-Cooper arrived at 7:12.

**2013-14 Budget Presentation**

Dr. Evans presented to the Board that the budget is unbalanced and ISBE will require the district to complete a plan to balance the budget which will have to be completed in five years. The total budget was 32,903, 837 and the actual was 31,395,402. She stated that the shortfall can be contributed to the tax revenues that were not collected, e-rate that was not collected and the way we receive some of our grant funds. She plans to rectify this by expending the grant funds at the beginning of the year instead of waiting until the fourth quarter and getting reimbursed the following year. Dr. Evans informed the board that the ending balance is 4.3 million dollars. She stated that the Overall expenditures have been reduced by 1.5 million. She also presented the fiscal year 14 budget which shows a deficit of 1,942.069 dollars. Dr. Evans informed the board that she is aggressively looking at transportation routes. As well as reducing the budget through reduction in force. She stated that she plans to increase revenue in traditional and non- traditional ways she also plans to reduce expenditures.

Dr. Evans and the board discussed a meeting date to finalize the budget. They agreed that it will be scheduled for September 23, 2013 at 3:00 p.m.

1. **Approval of Minutes**

Juanita R. Jordan moved and it was seconded by Dr. Gregory Jackson to approve the minutes for the July 1, 2013 Special Board Meeting. On roll call members voting aye: Dr. Gregory Jackson, Dionne Freeman-Cooper, Elaine Walker, Juanita R. Jordan and Barbara Nettles. Nays: None. Abstain: Sharron Davis. Absent: Anthony A. Cole.

**Motion Carried**

Dr. Gregory Jackson moved and it was seconded by Juanita R. Jordan to approve the July 1, 2013 Work Session Minutes. On roll call members voting aye: Elaine Walker, Juanita R. Jordan, Dr. Gregory Jackson and Barbara Nettles. Nays: None. Abstain: Dionne Freeman-Cooper and Sharron Davis. Absent: Anthony A. Cole.

**Motion Carried**

Juanita R. Jordan moved and it was seconded by Dr. Gregory Jackson to approve the July 10, 2013 Regular Board Meeting Minutes. On roll call members voting aye: Elaine Walker, Juanita R. Jordan and Barbara Nettles. Nays: None. Abstain: Sharron Davis, Dr. Gregory Jackson and Dionne Freeman-Cooper. Absent: Anthony A. Cole.

**Motion Carried**

1. **President’s Report**

Mrs. Nettles began her report welcoming everyone back to a successful new year. She also welcomed Mrs. Davis back. She stated the she attended the phsd 144 back to school celebration. Opening day ceremonies and the hazel crest parade where our drum line performed. She informed the Board that she attended the opening day ceremony where Dr. Luis Cruz was the keynote speaker. Mrs. Nettles also talked about the resolution on elections for school board. All services will be performed by the county.

1. **Superintendent’s Report**

Dr. Patterson thanked Mrs. Veazey, Dr. Evans, Mr. Greene, Mrs. Grove, Mrs. Alderson, Mrs. Adrianzen and Mrs. Cook for participating in the Hazel Crest Parade. She informed the board that there are three book for the book study (You can’t teach what you don’t know, The Five Dysfunctions of a Team and Crucial Conversations) she presented them a copy of each book. Dr. Patterson informed the Board that the AYP Reports are available and online.

Dr. Patterson informed the Board that the teachers will be notified of the new evaluation process on Tuesday and along with a copy of their contracts. She stated that there were some areas of the evaluation process that the district was not in compliance with. She thanked Mr. Greene Mrs. Alderson and Mrs. Burnett-Johnson for their help with the evaluation documents.

Dr. Patterson informed the board that she attended the NABSE Superintendents Leadership Conference. She stated that Mississippi has the largest number of black superintendents and Illinois has the largest number that meets on a regular basis.

She attended the Indiana Black Expo where she attended a session on Ebonics as a separate language; she stated that it was very interesting.

Dr. Patterson also attended a Literacy Conference in Denver where she participated in the Junior High session. She stated that they showed a lot of common core strategies for the junior high. She stated that she would like to invite Chris Tiavanni to speak with our teachers.

She informed the Board that they will need to have a Special Board Meeting on September 3, 2013 at 7:00. The Superintendent Evaluation Meetings will be held at 5:30.

1. **Board of Education – Action Reports**

Sharron Davis moved and it was seconded by Juanita R. Jordan to place items G1,G2, G4, G5, G6, G7, I1 and I2 on consent agenda. On roll call members voting aye: Elaine Walker, Sharron Davis, Juanita R. Jordan, Dr. Gregory Jackson Dionne Freeman-Cooper and Barbara Nettles. Nays: None. Absent: Anthony A. Cole.

**Motion Carried**

Dr. Gregory Jackson moved and it was seconded by Juanita R. Jordan to approve items placed on consent agenda. On roll call members voting aye: Sharron Davis, Juanita R. Jordan Dr. Gregory Jackson, Dionne Freeman-Cooper, Elaine Walker and Barbara Nettles. Nay: None. Absent: Anthony A. Cole.

**Motion Carried**

**G1. Cellular Phones for Board Members**

**Consent**

**G2. 2013/2014 Administrative Stipends**

**Consent**

**G3. ELL Handbook (Final)**

**G4. Imagine Learning Language and Literacy Program**

**Consent**

**G5. Approve Tentative Budget for 2013-14**

**Consent**

**G6. Approve PTAB Intervention**

**Consent**

**G7. Approval to Post Policies 2:20, 4:110, 5:30, 6:65, 6:210 for 30 Day**

**Review**

**Consent**

1. **Audience Participation**

Juanita R. Jordan moved and it was seconded by Dr. Gregory Jackson to go into audience participation. On roll call members voting aye: Juanita R. Jordan, Dr. Gregory Jackson, Dionne Freeman-Cooper, Elaine Walker, Sharron Davis and Barbara Nettles.

**Motion Carried**

Juanita R. Jordan moved and it was seconded by Dr. Gregory Jackson to close audience participation. On roll call members voting aye: Dr. Gregory Jackson, Dionne Freeman-Cooper, Elaine Walker, Sharron Davis, Juanita R. Jordan and Barbara Nettles. Nay: None. Absent: Anthony A. Cole.

**Motion Carried**

1. **Administration – Action Reports**
   1. **Approve Personnel Recommendations**

**Consent**

* 1. **Approved Outside Contract Agreement**

**Consent**

1. **Approve Professional Assignment Request(s)**

**None**

1. **Approve August Invoices**

Juanita R. Jordan moved and it was seconded by Dr. Gregory to approve the August invoices. On roll call members voting aye: Dionne Freeman-Cooper, Elaine Walker, Sharron Davis, Juanita R. Jordan, Dr. Gregory Jackson and Barbara Nettles. Nays: None. Absent : Anthony A. Cole.

**Motion Carried**

**Date Fund Amount**

8-13-13 Education $508,805.87

8-13-13 Operation & Maintenance $74,835.44

8-13-13 Transportation $32,149.44

**Total: $615,790.38**

**Date Fund Amount**

7-15-13 Education $1,045.42

7-15-13 Operation &Maintenance $2,533.21

**Total: $3,578.63**

**Date Fund Amount**

7-16-13 Education $967.28

**Total: $967.28**

**Date Fund Amount**

7-30-13 Education $1,875.12

**Total: $1,875.12**

1. **Approve August Payroll and Benefits**

Juanita R. Jordan moved and it was seconded by Dr. Gregory Jackson to approve August payroll. On roll call members voting aye: Elaine Walker, Sharron Davis, Juanita R. Jordan Dr. Gregory Jackson, Dionne Freeman-Cooper and Barbara Nettles. Nays: None. Absent: Anthony A. Cole.

**Motion Carried**

**Date Fund Amount**

7-15-13 Education $106,929.58

7-15-13 Liabilities $97,190.94

**Total: $204,120.52**

7-15-13 Education $318,010.89

7-15-13 Liabilities $110,603.72

**Total: $428,614.61**

7-31-13 Education $185,795.37

7-31-13 Liabilities $156,114.50

**Total: $341,909.87**

7-31-13 Education $320,932.36

7-31-13 Liabilities $107,739.07

**Total: $428,671.43**

7-31-13 Education $260,176.76

**$260,176.76**

1. **Administration – Information Reports**
   1. **Business Affairs/Human Resources**

Dr. Evans pointed out that the annual reports were submitted prior to the due date. She also informed the Board that 318 students received book bags at the back to school fair and Maintenance has completed their summer cleaning.

* 1. **Student Services Update**

As presented with the exception of 30 more students being added which brings us to a total of 2327 students thus far. Mrs. Ablin is anticipating a rush on the 26 of August. She stated that residency checks are being completed during registration. She informed the Board that the district is hosting a breakfast for all police and firemen from all 4 municipalities.

* 1. **Curriculum/ Instruction/Technology Update**

Mrs. Veazy informed the board that Dr. Patterson presented ayp information to the staff. She informed them that Nob Hill and Chateaux made AYP in reading and Fieldcrest and Highland made it in math. She also pointed out that Fieldcrest is closing the gap with African American and Hispanic students. Mrs. Veazey stated the Fieldcrest has been successful and now Mrs. Adrianzen is at district office she will be able to replicate the ideas in other district schools. She stated that the Junior High and Special Education made safe harbor.

1. **Executive Session to discuss:**

**None**

1. **New Business**

Mrs. Nettles informed the board that she spoke with Jeff Cohn and he has scheduled the self- evaluation for November 7th from 3:30-6:30 pm.

1. **Adjournment**

Juanita R. Jordan moved and it was seconded by Sharron Davis to adjourn the meeting. On voice vote all members present voted aye. Nays: None. Absent: Anthony A. Cole.

**MOTION CARRIED 8:55 p.m.**

**Submitted by:**

**Barbara Nettles, President**

**Margarita McCarty, Secretary**