

**BOARD OF EDUCATION**

**PRAIRIE-HILLS ELEMENTARY SCHOOL DISTRICT**

**MINUTES OF A REGULAR MEETING**

**District Annex Board Room**

**3015 West 163<sup>rd</sup> Street**

**Markham, IL 60428**

**September 16, 2019**

**A. Call to Order and Pledge of Allegiance (2:220)**

President Ms. Sharron Davis called the meeting to order at 7:05p.m. President Davis then led the Board and Audience in the Pledge of Allegiance.

**B. Roll Call (2:220)**

The following members were present: Ms. Sharron Davis, Ms. Joyce Dickerson, Ms. Juanita Jordan, Ms. Elaine Walker, Ms. Barbara Nettles and Mrs. Kathy Taylor. Absent: Mrs. Natalie Myers.

Also present were: Dr. Kimako Patterson, Superintendent, Mrs. Julia Veazey, Assistant Superintendent, Mrs. Carrie Ablin, Director of Student Service, Mrs. Deborah Clayton, Chief School Business Official and Dr. Kenneth Scott, Director of Human Resources.

**C. Presentation (3:60 & 8:30)**

The Integrated Technology presentation was provided by 1<sup>st</sup> grade students from Markham Park School under the leadership of Ms. Bratlien and Ms. Billups. The students took turns describing the process in which it took to produce their Animoto Project. The presentation consisted of pictures of Markham Park students in their classrooms, the hallways as well as the cafeteria. In conclusion, student, Eric Ries, demonstrated how to create your own presentation from start to finish.

**D. Approval of Minutes**

Ms. Dickerson moved and it was seconded by Ms. Jordan to approve the minutes of the August 5, 2019 Special Board Meeting Work Session Meeting. On roll call the following members voted aye: Ms. Dickerson, Mrs. Taylor, Ms. Walker, Ms. Nettles, Ms. Jordan and Ms. Davis. Nays: None. Absent: Mrs. Myers.

**Motion Carried**

Ms. Dickerson moved and it was seconded by Ms. Jordan to approve the minutes of the August 5, 2019 Work Session Meeting. On roll call the following members voted aye: Ms. Dickerson, Mrs. Taylor, Ms. Walker, Ms. Nettles, Ms. Jordan and Ms. Davis. Nays: None. Absent: Mrs. Myers.

**Motion Carried**

Ms. Jordan moved and it was seconded by Ms. Dickerson to approve the minutes of the August 19, 2019 Regular Business Meeting. On roll call the following members voted aye: Mrs. Taylor, Ms. Walker, Ms. Nettles, Ms. Jordan, Ms. Dickerson and Ms. Davis. Nays: None. Absent: Mrs. Myers.

**Motion Carried**

**E. President's Report**

Ms. Davis and the Board each commented briefly on various events they attended throughout the the month; Meet the Teacher Nights at various schools, PLC Ribbon Cutting and the Pre-K Breakfast. Each member reported that they were pleased with the number of parents in attendance for the events they attended. Mrs. Taylor then gave a brief report on the minutes of the recent SPEED Meeting she attended.

**F. Superintendent's Report**

Dr. Patterson commented briefly on the PLC Meet the Teacher Night, enrollment numbers, and the Wall Street Journal article which has since been published (article included in

handouts for Board review). Dr. Patterson then announced to the Board that there will be a balloon release ceremony at Nob Hill School in remembrance of a District student slain in May 2019. Finally, Dr. Patterson presented pictures from the PLC Ribbon Cutting Ceremony to be mounted in the Board Room as well as at the PLC in addition to presenting each Board member with branded Polo Shirts for traveling and other events.

**G. Board of Education – Action Items (2:10 & 2:20)**

Ms. Jordan moved and it was seconded by Mrs. Taylor to place items G1, G2, G4, G5, G6, G7, G8, G9, G10, I1 and I3 on consent agenda. On roll call the following members voted aye: Ms. Walker, Ms. Nettles, Ms. Jordan, Ms. Dickerson, Mrs. Taylor and Ms. Davis. Nays: None. Absent: Mrs. Myers.

**Motion Carried**

Ms. Jordan moved and it was seconded by Ms. Walker to approve the consent agenda. On roll call the following members voted aye: Ms. Jordan, Mrs. Taylor, Ms. Nettles, Ms. Dickerson and Ms. Davis. Nays: None. Absent: Mrs. Myers.

**Motion Carried**

**G1. Approve 2019-2020 ATC Healthcare Services, LLC Contract**

Approved on Consent Agenda

**G2. Approve 2019-2020 School Fundraisers**

Approved on Consent Agenda

**G3. Approve 2019-2020 Tentative Budget Form**

Approved on Consent Agenda

**G4. Approve the Position of Confidential Accounts Payable Specialist**

Approved on Consent Agenda

**G5. Approve Confidential Accounts Payable Specialist**

Approved on Consent Agenda

**G6. Approve Crystal Financial Advisory Services Agreement**

Approved on Consent Agenda

**G7. Approve Former Employee Insurance Settlement**

Approved on Consent Agenda

**G8. Approve Hyatt Regency Dallas-NABSE Conference**

Approved on Consent Agenda

**G9. Approve Policies for 30 Day Posting; 2:20, 2:40, 2:50, 2:60, 2:250, Section 4 Table of Content, 4:30, 4:100, 4:110, 4:150, 4:160, 4:190, 5:10, 5:250, 5:330, 6:15, 6:65, 7:185 and 8:95.**

Approved on Consent Agenda

**G10. Approve Substitute Rate Increase**

Approved on Consent Agenda

**H. Audience Participation (2:30)**

N/A

**I. Administration – Action Reports (2:20)**

**I1. Approve Personnel Recommendations**

Approved on Consent Agenda

**I2. Approve Outside Contracts**

N/A

**I3. Approve Professional Assignment Request**

Approved on Consent Agenda

**I4. Approve Invoices**

Mrs. Taylor moved and it was seconded by Ms. Jordan to approve the August 14 and August 19, 2019 Invoices as well as the August 28 and September 16, 2019 Supplemental Invoices. On roll call the following members voted aye: Mrs. Taylor, Ms. Dickerson, Ms. Walker, Ms. Nettles, Ms. Jordan and Ms. Davis. Nays: None. Absent: Mrs. Myers.

**Motion Carried**

<u>Date</u>	<u>Fund</u>	<u>Amount</u>
8-14-19	Education	\$ 7,973.80
		Total: \$ 7,973.80

<u>Date</u>	<u>Fund</u>	<u>Amount</u>
8-19-19	Education	\$ 3,000.00
		Total: \$ 3,000.00

<u>Date</u>	<u>Fund</u>	<u>Amount</u>
8-28-19	Education	\$403,885.01
		<b>\$403,885.01</b>

<u>Date</u>	<u>Fund</u>	<u>Amount</u>
9-16-19	Education	\$367,318.98
9-16-19	Operations and Maintenance	\$326,856.37
9-16-19	Debt Service	\$ 5,428.93
9-16-19	Transportation	\$ 67,232.12
		<u>\$766,836.40</u>

**I5. Approve Payroll and Benefits**

Mrs. Taylor moved and it was seconded by Ms. Walker to approve the August 15, 2019, August 28, 2019 Payrolls; in addition to the August 16, and August 28, 2019 invoices. On roll call the following members voted aye: Ms. Dickerson, Mrs. Taylor, Ms. Walker, Ms. Nettles, Ms. Jordan and Ms. Davis. Nays: None. Absent: Mrs. Myers.

**Motion Carried**

<u>Date</u>	<u>Fund</u>	<u>Amount</u>
8-15-19	Education	\$177,699.52
8-15-19	Liabilities	\$131,604.79
		Total: <b>\$309,304.31</b>

<u>Date</u>	<u>Fund</u>	<u>Amount</u>
8-30-19	Education	\$178,110.57
8-30-19	Liabilities	\$137,507.21
		Total: <b>\$315,617.78</b>

<u>Date</u>	<u>Fund</u>	<u>Amount</u>
8-15-19	Education	\$339,022.48

8-15-19	Liabilities		<u>\$ 93,185.09</u>
		Total:	<b>\$432,207.57</b>

<u>Date</u>	<u>Fund</u>		<u>Amount</u>
8-30-19	Education		\$306,059.56
8-30-19	Liabilities		<u>\$ 82,042.97</u>
		Total:	<b>\$388,102.53</b>

<u>Date</u>	<u>Fund</u>		<u>Amount</u>
7-31-19	Education		\$345,042.38
7-31-19	Liabilities		<u>\$ 95,175.51</u>
		Total:	<b>\$440,217.89</b>

<u>Date</u>	<u>Fund</u>		<u>Amount</u>
8-28-19	Education		\$ 4,570.17
8-28-19	Liabilities		\$ 412.24
8-28-19	Transportation		<u>\$ 6.07</u>
		Total:	<b>\$ 4,988.48</b>

<u>Date</u>	<u>Fund</u>		<u>Amount</u>
8-16-19	Education		\$151,617.99
8-16-19	Liabilities		\$ 742.73
8-16-19	Transportation		<u>\$ 6.07</u>
		Total:	<b>\$152,366.79</b>

## J. Administration – Information Reports (3:50)

### 1. Business Affairs

Mrs. Clayton informed the Board that the Business Department is currently working on updating SPA Salaries. Mrs. Clayton then announced the upcoming Financial Wellness seminar presented by Fifth Third Bank. Finally she gave an updated total revenue summary for the month. The remainder of her report was as presented.

### 2. Curriculum Instruction and Technology

Mrs. Veazey began by informing the Board that there were only 2 Meet the Teacher Night events left, and all have been successfully well attended. Mrs. Veazey then informed the Board that the After School and Tutorial Programs have both begun. Finally, Mrs. Veazey shared with the Board that MAP Testing has begun and is scheduled to end on September 27, 2019. The remainder of the report was as presented.

### 3. Human Resources

Dr. Scott gave a brief Human Resources update as it related to new hires, FMLA's and resignations. Next, Dr. Scott announced that all kitchen walkthroughs have been completed. A meeting is scheduled with several food service companies in preparation for the District's transition to fresh breakfast and lunch meals prepared and cooked in our own kitchens. The Buildings and Grounds Update was as presented.

### 4. Student Services

Mrs. Ablin began with a recap of the Pre-K Breakfast giving Kudos to the Pre-K staff. Mrs. Ablin then gave an enrollment update, announced the exclusion date of October 15, 2019, as well as the upcoming Pre-K Screening. Finally, Mrs. Ablin gave Kudos to Mrs. Hardmon with her PBIS update. The remainder of her report was as presented.

**K. New Business (2:20)**

Dr. Patterson spoke briefly about the CrisisGo System that she intends to recommend for approval at the October 21, 2019 Regular Business Meeting; finally, Dr. Patterson updated the Board on the status of the District-wide shooter drills..

**L. Executive Session (2:200)**

Ms. Jordan moved and it was seconded by Mrs. Taylor to go into Executive Session. On roll call the following members voted aye: Ms. Walker, Ms. Nettles, Ms. Jordan, Mrs. Taylor, Ms. Dickerson and Ms. Davis. Nays: None. Absent: Mrs. Myers.

**Motion Carried 8:15p.m.**

Mrs. Taylor moved and it was seconded by Ms. Walker to adjourn the Executive Session. On roll call the following members voted aye: Ms. Walker, Ms. Nettles, Ms. Jordan, Ms. Dickerson, Mrs. Taylor and Ms. Davis. Nays: None. Absent: Mrs. Myers.

**Motion Carried 8:26p.m.**

Ms. Jordan moved and it was seconded by Ms. Walker to approve the minutes of the August 19, 2019 Executive Session Meeting. On roll call the following members voted aye: Ms. Nettles, Ms. Jordan, Ms. Dickerson, Mrs. Taylor, Ms. Walker and Ms. Davis. Nays: None. Absent: Mrs. Myers.

**Motion Carried**

**M. Adjournment (2:200)**

Ms. Jordan moved and it was seconded by Mrs. Taylor to adjourn the September 16, 2019 Board Meeting. On verbal vote all members present voted aye. Nays: None. Absent: Mrs. Myers.

**Motion Carried 8:30p.m.**

**Submitted by:**

**Ms. S. Davis, President**

**Ms. B. Nettles, Secretary**