

MINUTES OF A **REGULAR MEETING** OF THE BOARD OF EDUCATION, CALUMET PARK PUBLIC SCHOOL DISTRICT NO. 132, COOK COUNTY, ILLINOIS, HELD ON **THURSDAY, AUGUST 21, 2008**, IN THE BOARD ROOM AT CALUMET SCHOOL, ROOM 8, CALUMET PARK, ILLINOIS, BEGINNING AT 6:00 P.M.

The meeting was called to order at 6:00 p.m. On roll call, Connor, Wallace, Wilson, and Stover answered. Member Ivey and Thomas were absent. Dr. Elizabeth Reynolds, Superintendent; Leonora Beck, Business Manager; Jackie Burditt, Administrator of Federal and State Grants; and Gary Lieder Representative; were also present.

ROLL CALL

The pledge of allegiance was recited.

President Stover thanked the community for taking time out of their busy schedules for coming out to join them and sharing with them at their scheduled board meetings this summer. The District received a check in the amount of \$1,000.00 donation from the Fifth Third Bank. The District had an excellent outcome of people for the Parent Town Hall meetings.

CELEBRATING  
ACHIEVEMENT

Dr. Reynolds discussed the following items:

- Board Training and Operational Review

The next T.A.G. meeting will be held on August 26, 2008. There will be a small snack at 5:30 p.m. and the meeting will start at 6:00 p.m. The Board was required to complete two surveys and those have been completed.

- Corrective Plan for Noncompliance

There was one additional item that needed to be sent to ISBE. Nancy Adams has completed that report. The District is in full compliance in Bilingual Education and Special Education.

- Financial Plan

Ms. Beck discussed the following items:

Ms. Beck stated that she will be working on draft 3 for the tentative budget for 2008-2009. They will be having a budget hearing cutting session to balance the budget. The District received final approval to do a number of bids. The bids were for transportation, lockers and for a video camera system. In the Board packets there is a finalization of the transportation for approval. Alpha Bus Co. was the lowest responsible bidder for this year. The District will be making a decision on the other two bids to determine if they can realistically complete those projects this year. The results are being analyzed in terms of what is going to be done for those two projects.

FINANCIAL PLAN

At 6:18 p.m. Karen Ivey joined the meeting.

KAREN IVEY  
JOINED MEETING

At 6:40 p.m. Barbara Thomas joined the meeting.

BARBARA THOMAS  
JOINED MEETING

- Instructional Improvement

Dr. Reynolds stated that the new teachers were invited to share 2 full days. The

INSTRUCTIONAL  
IMPROVEMENT

last day of day two the teachers had the opportunity to go to their classrooms and begin the process of doing what new teachers do. Day one focused on instruction what is the role of a teacher, why are we here, and what must we do together to make a difference. The plans for the New Teacher Network are monthly meetings. Each new teacher will have a mentor. The mentors may have 3 mentis. Every new teacher will have a mentor that will call them at anytime. The purpose is to make them better to improve, to build capacity and how to conduct a parent conference. Every last Monday of each month there will be an agenda item from 3:00 p.m. to 4:00 p.m. in the Board room. They will be discussing items in the New Teacher Network books that they received. On day two they reviewed the insurance and benefit of the package. On the final day the District held a session with the quest teachers. The ratings showed that they enjoyed the session. The teachers will be receiving CPDU'S for all three days. They have identified the objectives and goals that they must meet in order for the students to become high achievers.

Reginald Miller gave an overview on how does the District go about analyzing data. The process of data analysis is a system of sorting, categorizing, and coding information. The teachers will begin the process first by sorting the Terra Nova "Individual Profile Report" by their class roster. The second step is that teachers will also sort the "Student Subtest & Objective Report" by stanine 4 in reading and mathematics. The third step is that the teachers will ask prior grade teachers if these students were border line.

The purpose of the Assessment Summary Part II is so that teachers can analyze data by themselves. The teachers will analyze two things. How many students are scoring above the average? What percentages of students are scoring above average in reading and mathematics? Who are the students with a stanine 4 and are they the same in Reading and Mathematics? What does Assessment Summary Part I say? It shows you a line where average is? It shows you as a school where is the District's average.

The Individual Profile Report will show what aspects of Reading and Mathematics are the weakest? Which skills need to be re taught, reviewed or accelerated. This will give them one indication of where they need to be focusing instruction based on the child's individual needs. This allows there to have dynamic grouping based on the subject area and the skill that they are working on.

The majority of the students must be in the 3<sup>rd</sup> or 4<sup>th</sup> quartile. The District is weakest in analyzing text and they are strongest in introduction to Prep. Based on the 2008 ISAT data 42% of students received a meet or exceed rating in reading and 54% of students received a meet or exceed rating in Mathematics. Based on 2008 ISAT data 70% of students should receive a meet or exceed rating in reading and mathematics. One of the causes is curriculum alignment professional development (high quality) (coaching) (on the job training). External vs. Internal accountability (teachers and administrators have to take ownership of the performance of the school and not rely on external sources to tell you that you need to step up the game.

What is the theory of change? (Solve the problem).

1. Identify instructional goals. (What do the students need to know by grade level to be successful on the ISAT)?
2. Curriculum alignment.
3. Fill in the gaps.
4. Incremental testing and benchmarks. (Known as formative assessments in the nature of incremental testing and benchmarking.
5. Monitor Student Progress and disaggregate the data. (Use data to drive you instruction).

Staffing Needs Analysis and Plan  
No Report

STAFFING NEEDS  
ANALYSIS AND  
PLAN

Facilities Plan

Ms. Beck stated that the transition with Alpha Building Maintenance the new custodial firm started August 15, 2008. The transition has been going well. At Burr Oak Academy the painting job was completed and all the teachers are able to get into their classrooms. The construction at Burr Oak is 90% complete. There is some equipment in the multipurpose room but this will not interfere with instruction on the first day of school. All the classrooms at Burr Oak are ready. Calumet has been working diligently to prepare the classrooms. The schools will be available for the teachers this weekend. The teachers have had busy schedules due to the Institute days. Some of the teachers are returning in the evening to prepare their classrooms for the first day of school. The District has been making evening hours available as well.

FACILITIES PLAN

Informational Items:

ENI Update

Mary Lombardo from ENI talked about other Districts that they have worked with and what has occurred in a year. The approach that will be implemented at School District 132 will be the Target Teach 5 Step. It is a comprehensive reform model that includes identifying the goals of a specific District, aligning the curriculum, filling the gaps, working with the teachers to build their own knowledge and capacity for the teachers in creating interface lessons to fill the gaps, providing formative assessments and giving them to the students every 4 to 5 weeks, and monitoring the data so that teachers will then make data driven decisions on how they are going to modify instruction in their classrooms. When the model is used with fidelity they will see exponential growth in the first year and capacity is build so that the teachers take this on as their own. The goal is to build capacity in the current staff.

ENI UPDATE

The educational consultants will be going into the classrooms. All of the educational consultants are former educators and current educators. The educational consultants have a minimum of a master's degree and some have PhD's. The consultants will be going into the classrooms to assist and support the teachers. A coach will see 3 teachers a day. There are 10 to 12 coaches. They will be here 3 to 4 days a week. The District will have their own coaches with one current staff member at each school that will follow up after the coaches are gone.

PUBLIC  
PARTICIPATION

The following individual spoke during this session:

Ms. Hattie Gosberry asked the following questions.

When is the treasurer coming to make a report to the District?

Ms. Beck stated that the treasurer comes to the District annually to give a report.

How were the students picked for teachers classrooms this year?

Dr. Reynolds stated that the appropriate way to select students is randomly so that they you allow students to be grouped endogenously or homogeneously.

Why is it that the Special Education Directors leave?

Dr. Reynolds stated that the District has a viable candidate. She has agreed to work for the District. She was present today at the Institute on her own time. The District has hired a candidate who is highly qualified.

Ms. Gosberry stated that if Ms. Olds would of have stayed to work in Special Education she would of done a good job.

President Stover stated that Ms. Olds chose to leave on her own from the District. She chose to move on to something better.

What grade do we integrate Hispanic students with the regular classrooms?

Dr. Reynolds stated that when they are prepared to be integrated to the English speaking classes. There are some restrictions in what they can and can not do in the Bilingual Education program. When a student is prepared to move they will. The District has high quality teachers teaching all of the Bilingual students. Many of the Bilingual students have excelled across the board. The Bilingual students are working extremely hard and are meeting the standards.

What is happening to the District janitors the District laid off for the company you have?

President Stover stated that they could not answer her question because they are still in negotiations with the teachers and this is still included.

Has District 132 made AYP this year?

Dr. Reynolds stated that they have not gotten a definite answer. The District has not received anything in writing yet. From all the indicators the District is not there that is why they have planned an approach.

At 7:48 p.m., Barbara Thomas moved, Abe Wilson seconded, to go into Executive Session. On roll call, Members Connor, Ivey, Thomas, Wallace, Wilson and Stover voted aye, nay, none; motion passed.

ADJOURNED TO  
EXECUTIVE  
SESSION

At 8:38 p.m., William Connor moved, Abe Wilson seconded, to return to Regular Session. On roll call, Members Connor, Ivey, Thomas, Wallace, Wilson and Stover voted aye, nay, none; motion passed.

RETURNED TO  
REGULAR SESSION

William Connor moved, Abe Wilson seconded, to approve the Consent Agenda, which included the following:

CONSENT  
AGENDA

MINUTES:  
JUNE 19, 2008 &  
JULY 17, 2008

1. The minutes for the Regular Board meeting of June 19, 2008 and July 17, 2008.
2. The District 132 bills as presented for payments.
3. Employment: See Director of Human Resources.

BILLS

EMPLOYMENT

Grace Wallace moved, William Connor seconded, to approve the display of the State of Illinois Joint Purchasing Program Participation Resolution. On roll call, Members Connor, Ivey, Thomas, Wallace, Wilson and Stover voted aye; nay, none; motion passed.

JOINT PURCHASING  
PROGRAM  
PARTICIPATION  
RESOLUTION

Grace Wallace moved. William Connor seconded, to approve the Special Education transportation services contract with Alpha School Bus Company for the 2008-2009, 2009-2010, and 2010-2011 school years. On roll call, Members Connor, Wallace, and Stover voted aye; Ivey and Wilson voted nay, Thomas voted abstain, motion passed.

TRANSPORTATION  
CONTRACT  
RENEWAL 2008-2011

#### Old Business

Facilities Committee meeting update – Mr. William Connor

The facilities committee had a meeting with the contractors Board and administration at Burr Oak School. The overall conditions at this point look like about 90% complete. There was some concern to have the switch gear installed and the relocation of the janitors quarters to be moved to another location. The outside storage bin will be redone for purposes of extending the landscape area and resurfacing the area. They will also repair the fence that got bend.

FACILITIES  
COMMITTEE  
MEETING

Some of the extras that were mentioned were the extension to the heating and air conditioning. They were extending the heating lines that will be extended out to the roof area and then connected up the roof heating and air conditioning. The air vents in the gym area will be taken out. The basketball backboards will be painted to give it a good look. In certain areas new ceiling boards had to be put in because the wood was rotten. They will be putting in a drop ceiling as opposed to leaving it the way it is now. The lighting that is in place now gives an extension to the ceiling. However with the amount of heat and air condition if they lowered the ceiling it would maximize the heat and air condition in that particular room. This might have been involved in the change order but maybe it could be done at a later date. The school will be getting new exterior doors to be installed sometime during vacation break in December.

#### T.A.G. Program “Targeting Achievement Through Governance”

Information was sent to the Board members asking them to pick days. There was no response from the Board members and this is how they ended up with the days that were left. The T.A.G. program is important to the Board members because ISBE needs to know that they are having Professional Development. ISBE did endorse the T.A.G. program. The next T.A.G. meeting will be held on August 26, 2008 with a snack at 5:30 p.m. and the meeting beginning at 6:00 p.m.

T.A.G Program

President's Proposal

PRESIDENT'S  
PROPOSAL

Ernestine Stover stated that at the last Oversight Board meeting she presented a proposal. ISBE is requiring that the Board have a budget. She did issue the proposal to the District Board before it went to the Oversight Board. She suggested adding \$5,000.00 to what they spent last year because they needed to have the 7<sup>th</sup> Board member. The Board spend \$20,000.00 last year. The amount would be \$3,571.00 per member. This amount will be used to attend the following:

The local conferences as well as any other related events like the dinners, breakfasts, lunches, and travel.

Board members attend the National Conference with the rotation of 3 or 4 going the next year.

All unused monies must be returned back to the District.

Preparations for all events would be discussed and completed in open session.

The proposal was submitted as intent to encourage a professional instructional Board. All decisions will be based on District policy. ISBE and the Oversight Board is expecting them make a decision and vote on it at the next regular scheduled Board meeting.

KAREN IVEY LEFT  
MEETING

Karen Ivey left the meeting at 9:32 p.m.

William Connor stated that this has do with the education of the children. The staff has gone on various occasions due to the need of getting their certifications updated in terms of making sure that their educational skills are current. Board members need to know what needs to happen in their position as being Board members and understand what the situation and circumstances are in terms of what their responsibilities are. It is important that the Board members attend the conferences. The Board members have been asked to go to the conferences and come back and give a report within a 2 week period. Mr. Connors feels that the Board members should come back and give a report and also and update on the spending finances. It is important that the District know what is going on outside of the District. The Board members need to be in touch with other Districts. Board members have come back from the conferences and given a verbal report and Mr. Connors thinks that this is unacceptable. They should have something to identify in terms of a report. The Board members have a responsibility to the community and the community needs to know that they are doing certain things on their behalf for the school District and for the in betterment of the children.

Ernestine Stover stated that as a Board member they are accountable and they govern themselves. ISBE wants the Board to present a budget that is acceptable to the Board and to ISBE. To do a written report is not part of the policy. The policy states a report must be given but it does not State a written report. Anytime the District pays out money the Board should be accountable and responsible to the community and District to share that information that the money was spent for not just for the conferences but everything. It was stated by Grace Wallace that the Board should be conservative so it shows that they are trying to act within constrains of a budget.

NEXT MEETING

The next regular Board meeting will be held on Thursday, September 18, 2008  
at 6:00 p.m.

ADJOURNMENT

At 9:56 p.m. Abe Wilson moved, William Connor seconded, to adjourn the  
meeting. On roll call, Members Connor, Thomas, Wallace, Wilson and Stover  
voted aye; nay, none motion passed.

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President

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
Date approved