

Board of Education
Minutes of the Regular Business Meeting
3015 West 163rd Street

Prairie-Hills Elementary School District 144
Annex Board Room
Markham, IL 60428

August 21, 2023

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

President Joyce Dickerson called the meeting to order at 5:00p.m. followed by roll call.

B. Roll Call (2:220)

The following members were present: Ms. Carlene Matthews, Dr. Sylinda Musaindapo, Ms. Vicki Walker, Ms. Yvette Black, Ms. Sharron Davis, and Ms. Joyce Dickerson. The following members were absent: Ms. Aubry Crain .

Also present were: Dr. Denise Julius, Interim Superintendent, Dr. Terence O'Brien, Interim Superintendent, Dr. Tiffany Burnett, Assistant Superintendent, Mr. Leonard Hill, Director of Technology, Ms. Sheryl Coleman, Chief School Business Official, and Dr. Dominique Moore, Director of Human Resources.

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

No presentations.

D. Approval of Minutes

Ms. Black moved and it was seconded by Ms. Matthews to approve the minutes of the July 3, 2023 Special Board Meeting. On roll call the following members voted aye: Ms. Matthews, Dr. Musaindapo, Ms. Walker, Ms. Black, Ms. Davis, and Ms. Dickerson. Nays: None. Absent: Ms. Crain.

Motion Carried

Ms. Davis moved and it was seconded by Ms. Black to approve the minutes of the July 3, 2023 Work Session Meeting. On roll call the following members voted aye: Dr. Musaindapo, Ms. Walker, Ms. Black, Ms. Davis, Ms. Matthews, and Ms. Dickerson. Nays: None. Absent: Ms. Crain.

Motion Carried

Ms. Walker moved and it was seconded by Ms. Black to approve the minutes of the August 7, 2023 Work Session Meeting. On roll call the following members voted aye: Ms. Walker, Ms. Black, Ms. Davis, Ms. Matthews, Dr. Musaindapo, and Ms. Dickerson. Nays: None. Absent: Ms. Crain.

Motion Carried

E. President's Report

1. Ms. Dickerson began her report by highlighting the various events/programs the Board has attended including; the Hazelnut Parade, the Markham Parade, Prairie-Hills Back to School Event, the Maya Angelou School Ribbon Cutting Ceremony, the New Teacher Orientation, just to name a few.
2. Discussion of Consent Agenda format- Ms. Dickerson recommended to the Board that moving forward the consent agenda is created previous to the Business Meeting.
3. IASB Self Evaluation- Ms. Dickerson confirmed that the Board will participate in their self-evaluation Monday, September 11, 2023 at 5:00pm facilitated by Dr. Williams, Field Director for IASB (Illinois Association of School Boards).
4. PressPlus- The Board discussed possibly completing the PressPlus onboarding meeting on September 5th at 4:00pm.
5. Recognition of Students- Ms. Dickerson made a recommendation to the Board that moving forward the Board honors students/student groups during the Regular Business meetings for their achievements and/or hardwork. It was recommended that the Drumline be recognized at the September meeting.

6. District/Networking Programs & Activities- Ms. Dickerson reminded the Board about the upcoming Meet the Teacher Night programs to take place on Tuesday, September 12, 2023 at 6:00pm. Finally, MS. Dickerson shared that the attorney's will be out for a presentation at the October meeting.

F. Superintendent's Report

1. Cadre/Long Term Substitute Pay-Dr. O'Brien recommended that we survey other Districts to compare our rate of pay to others to ensure we secure and maintain quality substitutes.
2. Superintendent Search RFP (Referral for Proposal)-Dr. O'Brien presented a draft copy of the RFP to be sent out to firms that would like to submit proposals for the Superintendent search. Dr. O'Brien asked for the Board's feedback and if they wanted to add any additional terms or information, before sending it to the attorneys.
3. Foundation of Excellence-Dr. O'Brien shared a copy of the letter and invoice to be sent to the Foundation for Excellence in Education for their review and feedback.
4. Discussion of PD for Mentoring and Coaching of New Administrators-Dr. Julius shared with the Board that the Meet and Greet with Dr. Jones and Dr. Nottingham, SPN (Successful Practices Network) took place on Tuesday, August 15, 2023. In addition to the initial meeting, the new administrators were assigned a coach and participated in their 1st coaching session.
5. Back to School Event-Mr. Miller was given an opportunity to personally thank each staff member volunteer and donors who helped to make the 2023 Back to School Fair a success.

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

G1. Approve New Vendor- ABC Parade Floats

Ms. Davis moved and it was seconded by Ms. Crain to approve the Press Plus Subscription. On roll call the following members voted aye: Ms. Black, Dr. Musaindapo, Ms. Davis, Ms. Walker, Ms. Crain, and Ms. Dickerson. Nays: None. Absent: Ms. Crain.

Motion Carried

G2. Approve Memorandum of Understanding-Governors State University

Ms. Davis moved and it was seconded by Ms. Crain to approve the Press Plus Subscription. On roll call the following members voted aye: Ms. Black, Dr. Musaindapo, Ms. Davis, Ms. Walker, Ms. Crain, and Ms. Dickerson. Nays: None. Absent: Ms. Crain.

Motion Carried

H. Audience Participation (2:30)

Ms. Black moved and it was seconded by Dr. Musaindapo to close audience participation. On roll call the following members voted aye: Ms. Black, Ms. Walker, Dr. Musaindapo, Ms. Matthews, Ms. Davis, and Ms. Dickerson. Nays: None. Absent: Ms. Crain.

Motion Carried

I. Administration – Action Reports (2:20)

I1. Approve Personnel Recommendations

Ms. Black moved and it was seconded by Ms. Walker to approve the Personnel Recommendations. On roll call the following members voted aye: Dr. Musaindapo, Ms. Walker, Ms. Black, Ms. Matthews, Ms. Davis, and Ms. Dickerson. Nays: None. Absent: Ms. Crain.

Motion Carried

I2. Approve Invoices

Ms. Matthews moved and it was seconded by Dr. Musaindapo to approve the August 21, 2023 invoices, as well as, the July 18th and July 27th supplemental invoices. On roll call the following members voted aye: Ms. Matthews, Ms. Black, Ms. Davis, Ms. Walker, Dr. Musaindapo, and Ms. Dickerson. Nays: None. Absent: Ms. Crain.

Motion Carried

<u>Date</u>	<u>Fund</u>	<u>Amount</u>
8-21-23	Education	\$ 911,274.38
8-21-23	Operations and Maintenance	\$ 142,191.41
8-21-23	Transportation	\$ 112,885.33
8-21-23	Capital Projects	\$3,258,376.38
Total:		\$4,433,610.87

<u>Date</u>	<u>Fund</u>	<u>Amount</u>
7-18-23	Education	\$ 53,553.30
7-18-23	Transportation	\$ 9,809.71
Total:		\$ 63,363.01

<u>Date</u>	<u>Fund</u>	<u>Amount</u>
7-27-23	Education	\$ 124,399.03
7-27-23	Transportation	\$ 6,199.90
Total:		\$ 131,034.28

I3. Approve Payroll and Benefits

Ms. Matthews moved and it was seconded by Ms. Walker to approve the July 15 and July 31, 2023 regular payroll, as well as, the July 15, 2023 supplemental payroll. On roll call the following members voted aye: Ms. Black, Ms. Davis, Dr. Musaindapo, Ms. Matthews, Ms. Walker, and Ms. Dickerson. Nays: None. Absent: Ms. Crain.

Motion Carried

<u>Date</u>	<u>Fund</u>	<u>Amount</u>
7-15-23	Net	\$167,171.87
7-15-23	Liabilities	\$130,307.60
Total:		\$297,479.47

<u>Date</u>	<u>Fund</u>	<u>Amount</u>
7-31-23	Net	\$262,168.06
7-31-23	Liabilities	\$167,814.42
Total:		\$429,982.48

<u>Date</u>	<u>Fund</u>	<u>Amount</u>
7-15-23	Net	\$ 21,805.04
7-15-23	Liabilities	\$ 8,202.54
Total:		\$ 30,007.61

J. Administration – Information Reports (3:50)**1. Business Affairs**

Ms. Coleman began her update by stating that she continues to work with Dr. O'Brien on the day to day business affairs and that she attended her 1st Administrative Retreat. Ms. Coleman then informed the Board that the FY24 Tentative Budget has been posted at the District Office, as well as, the hearing has been announced in both the Chicago Tribune and the Daily SouthTown newspapers. Finally, Ms. Coleman informed the Board that the Transportation and Evidence Based Funding report, as well as, the National School Lunch reimbursement claim and the FY24 application were all uploaded and submitted to ISBE (Illinois School Board of Education). The remainder of her report was as presented.

2. Curriculum Instruction and Technology

Dr. Burnett announced that the Curriculum & Instruction and Student Services Committee Meeting is scheduled for Thursday, September 14, 2023 at 3pm. The Board then informed Dr. Burnett that

the Board will be at the CUBE Conference on that day and that they would need to reschedule the meeting; Dr. Burnett stated that she will contact the members for their availability.

3. Assessment Data-

Dr. Burnett informed the Board that she was able to upload the assessments data requested for IAR and the Map Test. Dr. Burnett commented that although the IAR is still raw, the Map data has been broken down in various ways.

4. Human Resources

Dr. Julius reported to the Board that the Personnel Committee Meeting took place on August 16, 2023. Dr. Julius then reported that this year's Substitute Orientation was well attended by over 70 subs. Following the orientation Dr. Moore fingerprinted each person as to not put any time between hiring them and placing them in the system. Finally, Dr. Julius stated that they are still actively inputting staff into the system in an effort to fill every vacancy.

5. Student Services

6. Dr. Julius reported that she is in the process of going through student IEP's, reviewing and resolving open cases with parents, the annual bus driver orientation is being spearheaded by Ms. Bennett and finally Dr. Julius announced that the Mandatory Parent Meeting for the Pre-K Program is scheduled for September.

7. Technology Update

Mr. Hill gave a brief Technology update including; Flock Cameras, Droplett platform for Professional Development and Fieldtrip requests, and the completion of the Marquee software installation. The remainder of his report was as presented.

K. New Business (2:20)

No new business to discuss.

L. Executive Session (2:200)

Ms. Matthews moved and it was seconded by Dr. Musaindapo to go into the Executive Session. On roll call the following members voted aye: Ms. Davis, Dr. Musaindapo, Ms. Walker, Ms. Black, Ms. Matthews, and Ms. Dickerson. Nays: None. Absent: Ms. Crain.

Motion Carried 6:10pm

Ms. Matthews moved and it was seconded by Dr. Musaindapo to adjourn the Executive Session. On roll call the following members voted aye: Ms. Matthews, Dr. Musaindapo, Ms. Walker, Ms. Black, Ms. Davis, and Ms. Dickerson. Nays: None. Absent: Ms. Crain.

Motion Carried 7:10pm

M. Adjournment (2:200)

Ms. Matthews moved and it was seconded by Dr. Musaindapo to adjourn the August 21, 2023 Board Meeting. On verbal vote all members present voted aye. Nays: None. Absent: Ms. Crain.

Motion Carried 7:20p.m.

Submitted by:

Ms. Joyce Dickerson, President

Ms. Aubry Crain, Secretary