

**BOARD OF EDUCATION
SCHOOL DISTRICT 162
COOK COUNTY
RICHTON PARK, IL 60471**

October 21, 2014

“Against All Challenges—This Will Be Our Finest Hour.”

REGULAR SESSION

Convened: 6:31 p.m.

Adjourned: 7:18 p.m.

BOARD MEMBERS PRESENT: Alicia Rodman McCray, President; Ron Bean, Vice President; Kevin Murphy, Secretary; Evelyn Green; Sandi Gordon; Felix Simpkins; Karen McCray

BOARD MEMBERS ABSENT: None

OTHERS PRESENT: Dr. Blondean Y. Davis, Lee Stanton, Earnestine Foster, Mark Walczak, Yvonne Williams, Deborah Duskey, Linda Disney, Corey Levy, Daryll Lacey, Michael E. Gettings, Derek Alexander, Pamela J. Powell, Narishea Parham, Bill Howard, Amanda Godin, David Rupert, Lara Reznick, Latunja O. Williams, Janiece Jackson, Sheloanda Porche-Box, Brenda Calvin, Carl Cogar, Natalie Bumpers, Robert Tomic, Jo Ross, Pat Ransford, Gail Hartsough, Dr. Streeter, Debbie Szczecina, Barbara Manning, Diana Harrigan, Teri Reimel, Dr. Michelle R. Willis, Tresa Dunbar, Jessica Washington

MINUTES OF THE MEETING

Mrs. Rodman McCray called the regular session to order at 6:31 p.m. and noted that there was a quorum. Mrs. Rodman McCray directed the Board secretary to make a roll call notation.

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DATES TO REMEMBER

Dr. Davis reviewed the “Dates to Remember.” Dr. Davis announced that on November 4, 2014, Matteson District 162 will participate in a mock “live shooter drill,” conducted by the Richton Park Police Department in conjunction with other local law enforcement and emergency services agencies. The drill is a component of the Teacher Institute Day programming planned for the District’s staff and administrators. She noted that the drill will take place at the District’s administrative offices at 4601 Sauk Trail.

Dr. Davis announced that the annual dinner hosted by Arcon Associates, Inc., is scheduled for November 15, 2014.

AUDIENCE TO VISITORS PERTAINING TO AGENDA ITEMS ONLY

Nothing at this time.

CONSENT AGENDA

Mr. Bean moved, seconded by Mr. Murphy, to approve the consent agenda dated October 21, 2014, and every item contained therein:

Minutes

Public Hearing on the Budget, September 16, 2014

Regular Session, September 16, 2014

Six month review of Executive Session minutes, and declare them closed.

Personnel

Employment

Approve the employment of Patricia Tracey, teacher at Huth Middle School, effective September 16, 2014.

Approve the employment of Kaylee East, teacher at Arcadia School, effective September 17, 2014.

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Approve the employment of LaSean Stewart, custodian at Sauk School, effective August 19, 2014.

Approve the employment of Deborah Keller, custodian at Sauk School, effective August 22, 2014.

Approve the employment of Levetrice Gant, custodian at the District Office, effective September 15, 2014.

Leaves

Approve the maternity leave, under FMLA, of Natasha Estes, teacher at Indiana School, effective January 6, 2015, through March 16, 2015.

Approve the change in return date for the leave of Bonita Arceneaux, teacher at Indiana School, from October 20, 2014, to November 20, 2014.

Resignations and Retirements

Approve the resignation of Linda Jones-Mitchell, assistant superintendent, effective October 17, 2014.

Approve the resignation of Dionte Washington, teacher at Arcadia School, effective September 16, 2014.

Approve the intent to retire of Martha Banevich, teacher at Illinois School, effective at the end of the 2015–2016 school year.

Approve the intent to retire of Margie Bahner, teacher at Arcadia School, effective at the end of the 2015–2016 school year.

Approve the intent to retire of Barbara Rowley, teacher at Illinois School, effective at the end of the 2015–2016 school year.

Approve the change in the date of the intent to retire of Joanne McCarthy, teacher at Arcadia School, from the end of the 2014–2015 school year, to the end of the 2015–2016 school year.

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Policy Matters

Nothing at this time.

Annual Business

Nothing at this time.

Bill Listing – Authorization of the administration to pay the schedule of bills payable and authorize the District Treasurer to sign the checks dated October 21, 2014, in the amount of \$1,332,436.90.

Imprest Fund Reimbursement – Authorization to reimburse the District Imprest Fund in the amount of \$25,303.81.

Financial Statement – The September 2014 Financial Statement is presented for review.

Payroll Vouchers – Authorization for the District Treasurer to sign the payrolls dated November 14, 2014, and November 28, 2014, including all bills for payroll deductions and contributions by the school district.

Gifts/Donations/Grants

Approval of the District's Continuous Improvement Plan

The motion carried by a unanimous roll call vote:

YES

NO

Bean

Murphy

Green

Gordon

McCray

Simpkins

Rodman McCray

SUPERINTENDENT’S REPORT

Matteson District 162 Enrollment

Dr. Davis presented a comparative analysis of the District’s student enrollment numbers as of September 12, 2014 and October 17, 2014:

September 12, 2014		October 17, 2014	
Schools	Total	Schools	Total
Arcadia	451	Arcadia	444
Huth	618	Huth	607
Illinois	410	Illinois	437
Indiana	385	Indiana	394
Matteson	370	Matteson	353
Richton Square	235	Richton Square	270
Sauk	380	Sauk	386
Out-of-District	40	Out-of-District	39
Totals	2,889	Totals	2,930

Dr. Davis stated that the District’s October 2014 enrollment of 2,930 reflects an increase of 41 students from September’s enrollment of 2,889. Dr. Davis said that she would like to see the District’s enrollment increase to 3,000 students. She noted that she is hopeful that the District’s enrollment will continue to grow. Dr. Davis also presented a summary of the change in membership for each District school, as follows:

Changes in Membership from September 12, 2014–October 17, 2014

School	September 12, 2014	October 17, 2014	+/-
Arcadia	451	444	-7
Huth	618	607	-11
Illinois	410	437	+27
Indiana	385	394	+9
Matteson	370	353	-17
Richton Square	235	270	+35
Sauk	380	386	+6
Out-of-District	40	39	-1
Total	2,889	2,930	+41

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District Adopts New Evaluation Protocol

Dr. Davis announced that the District has adopted a new teacher evaluation tool that will be implemented in the 2014–2015 school year. She noted that the District conducted a pilot of the evaluation protocol during the 2013–2014 school year. Dr. Davis presented an overview of the Evaluation Process Implementation Manual, which has been revised based on *Enhancing Professional Practice: A Framework for Teaching* by Charlotte Danielson, recognized as the foremost authority on educational evaluation practice. Dr. Davis stated that the District’s newly adopted evaluation process complies with the Performance Evaluation Reform Act 2010 (Senate Bill 7). Dr. Davis thanked the Matteson Education Association (MEA) for its leadership and support during the period of transition to the Danielson model. Dr. Davis commented that the new evaluation tool is a “growth instrument.” She further commented that the evaluation process should serve as a learning tool. Dr. Davis encouraged building administrators to keep their minds open as they conduct evaluations and to consider teaching as an “art form” that is different from teacher to teacher.

Domain 1: Planning and Preparation

1a *Demonstrating Knowledge of Content and Pedagogy*

- Content knowledge • Prerequisite relationships • Content pedagogy

1b *Demonstrating Knowledge of Students*

- Child development • Learning process • Special needs
- Student skills, knowledge, and proficiency • Interests and cultural heritage

1c *Setting Instructional Outcomes*

- Value, sequence, and alignment • Clarity • Balance
- Suitability for diverse learners

1d *Demonstrating Knowledge of Resources*

- For classroom • To extend content knowledge • For students

1e *Designing Coherent Instruction*

- Learning activities • Instructional materials and resources
- Instructional groups • Lesson and unity structure

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1f *Designing Student Assessments*

- Congruence with outcomes • Criteria and standards
- Formative assessments • Use for planning

Domain 2: The Classroom Environment

2a *Creating an Environment of Respect and Rapport*

- Teacher interaction with students
- Student interaction with students

2b *Establishing a Culture for Learning*

- Importance of content
- Expectations for learning and achievement • Student pride in work

2c *Managing Classroom Procedures*

- Instructional groups • Transitions • Materials and supplies
- Non-instructional duties
- Supervision of volunteers and paraprofessionals

2d *Managing Student Behavior*

- Expectations • Monitoring behavior
- Response to misbehavior

2e *Organizing Physical Space*

- Safety and accessibility
- Arrangement of furniture and resources

Domain 3: Instruction

3a *Communicating with Students*

- Expectations for learning • Directions and procedures
- Explanations of content
- Use of oral and written language

3b *Using Questioning and Discussion Techniques*

- Quality of questions • Discussion techniques
- Student participation

3c *Engaging Students in Learning*

- Activities and assignments • Student groups
- Instructional materials and resources • Structure and pacing

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3d *Using Assessment in Instruction*

- Assessment criteria • Monitoring of student learning
- Feedback to students
- Student self-assessment and monitoring

3e *Demonstrating Flexibility and Responsiveness*

- Lesson adjustment • Response to students
- Persistence

Domain 4: Professional Responsibilities

4a *Reflecting on Teaching*

- Accuracy • Use in future teaching

4b *Maintaining Accurate Records*

- Student completion of assignments • Student progress in learning
- Non-instructional records

4c *Communicating with Families*

- About instructional program • About individual students
- Engagement of families in instructional program

4d *Participating in a Professional Community*

- Relationships with colleagues • Participation in school projects
- Involvement in culture of professional inquiry • Service to school

4e *Growing and Developing Professionally*

- Enhancement of content knowledge/pedagogical skill
- Receptivity to feedback from colleagues • Service to the profession

4f *Showing Professionalism*

- Integrity/ethical conduct • Service to students • Advocacy
- Decision-making • Compliance with school/district regulation

Dr. Davis outlined the evaluation levels of performance as follows:

Evaluation Levels of Performance
 Charlotte Danielson

Unsatisfactory		Basic	Proficient	Distinguished
The teacher who does not understand the concepts underlying the component. A teacher performing at this level is doing harm to the classroom.	The teacher who has the knowledge and skills to be effective but is inconsistent in applying the skills, usually due to inexperience. Teachers who are new to the profession or tenured teachers who have recently transitioned to a new curriculum, grade level or subject may perform at this level.	The successful, professional teacher who consistently performs at a high level. Most experienced teachers should perform at this level.	The professional teacher who involves students in the learning process and creates a true community of learners. Teachers at this level are master teachers in the field in and out of their schools.	
Unsatisfactory	Needs Improvement	Proficient	Excellent	

Sauk School Teacher Named "Teacher of the Month"

Dr. Davis presented a video in which Sauk School music teacher and chorus director, Mrs. Diana Harrigan, was named "Teacher of the Month" by WGN-9 News during one of its recent newscasts. Dr. Davis noted that WGN was on-site at Sauk School on Tuesday, September 23, at 10:00 a.m., to interview and film Mrs. Harrigan. WGN presented Mrs. Harrigan with a variety of gifts, including a cash prize of \$1,000. Dr. Davis stated that Mrs. Harrigan is a wonderful representative of the District. Mrs. Harrigan stated that "it is a joy to work with her students." She thanked Dr. Davis, the Board members, and her building administrators for their continued support. Mrs. Brenda Calvin, principal of Sauk School noted that the Sauk choir has been invited to perform at various venues in the Chicagoland area.

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LEGISLATION

Dr. Davis stated that State Representative Will Davis, State Senator Napoleon Harris, and State Representative Thaddeus Jones will be hosting a Senate Bill 16 School Officials Meeting at Thornton Township High School, on November 5, 2014, from 6:00 p.m.–9:00 p.m. Dr. Davis noted that the purpose of the meeting is to provide information about Senate Bill 16, which proposes the reallocation of state school funding resources among school districts. Dr. Davis remarked that Senate Bill 16 could potentially have a positive impact on District 162. She noted, however, that more affluent school districts, including Orland Park District 230, are organizing in opposition to Senate Bill 16. Dr. Davis commented that the state legislature is not likely to vote on the bill until after the election.

Mrs. Rodman McCray stated that “it is an embarrassment that the state of Illinois cannot figure out a way to fund public education.”

Mrs. Green remarked that “the public does not understand the purpose of Senate Bill 16 and what it means to the community.” She stated that “the District needs to rally support for the bill.” She also reminded the Board members that the annual SCOPE dinner is scheduled for October 29, 2014.

NEW BUSINESS

Nothing at this time.

OLD BUSINESS

Nothing at this time.

BOARD MEMBER ISSUES/REPORTS

Nothing at this time.

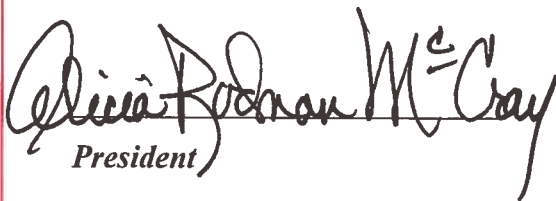
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AUDIENCE TO VISITORS

Nothing at this time.

ADJOURNMENT

Mr. Bean moved, seconded by Mr. Murphy to adjourn the meeting. Mrs. Rodman McCray adjourned the meeting at 7:18 p.m.


President


Secretary