BOARD OF EDUCATION PRAIRIE-HILLS ELEMENTARY SCHOOL DISTRICT

MINUTES OF REGULAR MEETING ANNEX BOARD ROOM

3015 WEST 163RD STREET MARKHAM, ILLINOIS

July 30, 2025

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

B. Roll Call (2:220)
The following members were present: Ms. Aubry Crain, Ms. Juanita Jordan, Ms. Sharron Davis, and Dr. Sylinda Musaindapo, Absent: Ms. Carlene Matthews and Ms. Joyce Dickerson

Also, present were: Superintendent, Dr. Kanisha Brown, and Assistant Superintendent of Curriculum, Instruction & Equity, Dr. Jamie Crosen.

C. Approval of Minutes (2:220)
None

D. President Report (3:60 & 8:30) Board President, Dr. Musaindapo, shared information regarding the Board retreat and Board policy

E. Superintendent Report (3:60 & 8:30)
Superintendent Dr. Kanisha Brown, shared information about the Back-to School Bash, she also informed the Board of Education that all students would receive free book bags and school supplies. Superintendent praised senior leadership team for their tireless work preparing for the 2025-26 school year, specifically recognizing Mr. Hill, operations team, Ms. Smiley, principals, and Dr. Oliver for their contributions to career and technical education initiatives and staffing efforts.

F. Department Updates

1. **Curriculum and Instruction Update:** Assistant Superintendent of Curriculum, Instruction & Equity, Dr. Crosen. Shared information on **Professional Development**: Completed week one of **5E training** for teachers and paraeducators, with ESF framework training and that Teach Boost training ongoing. **Leadership Development**: Teams attended Innovative School Summit in Vegas and Nashville, bringing back key insights on building effective teams and classroom management. **Data Timeline Changes**: State assessment data release delayed - preliminary scores received July 14th, but final cut scores won't be available until September.

2. **Specialized Services:** Ms. Winters informed the Board of Education that some training will take place in her department and that she was in the process of updating specialize service filing systems. **Staffing Priorities**: Focusing on placing certified social workers and school nurses at every site, plus resource teachers at elementary schools

New Initiative: Working toward becoming a **Unified Champion School District** for Special Olympics (target: next fall). **New Motto**: "Every file, every service, every time" - emphasizing comprehend

3. **Human Resource:** Dr. Oliver shared that there has been **Significant Progress**: Reduced vacancies from 99 to **66 positions** (24 fewer vacancies). **Strategic Planning**: Conducting staffing study based on enrollment to make sound fiscal decisions. **Improved Onboarding**: New comprehensive process ensures teachers have credentials and system access before starting. **Substitute Training**: Mandatory training for all substitute staff on August 13th. **New Department Motto**: "Serving people is our priority"

4. Technology Update: Mr. Leonard Hill, Shared information about the Communication Upgrade: New global call system coming August 5th with enhanced text messaging capabilities and more character limits

5. Family, Community, and Business Engagement: Mr. Smith shared information **Registration Drive**: SEOs making calls to families who haven't completed registration, offering extended hours and in-home support

Parade Preparation: Organizing for Hazel parade and Bud Bili ken events

6. Operations & Maintenance: Foy Bryant-As presented. Brief report acknowledging challenging deadlines but successful completion of summer projects

G. **Audience Participation** Ms. Crain moved and it was seconded by Ms. Dickerson, to open Audience Participation. On roll call voting. Ms. Aubry Crain, Ms. Juanita Jordan, Ms. Sharron Davis, Ms. Vicki Walker and Dr. Sylinda Musaindapo, Absent: Ms. Carlene Matthews and Ms. Joyce Dickerson

Ms. Davis moved and it was seconded by Ms. Crain to close Audience Participation. On roll call voting Aye: Ms. Aubry Crain, Ms. Vicki Walker, Ms. Juanita Jordan, Ms. Sharron Davis, and Dr. Sylinda Musaindapo, Absent: Ms. Carlene Matthews and Ms. Joyce Dickerson

H. **Board of Education Action Items**

1. **Personnel Approval Report-** Ms. Davis moved and it was seconded by Ms. Walker to Approve **Personnel Approval Report**. On roll call voting Aye: Ms. Aubry Crain, Ms. Juanita Jordan, Ms. Sharron Davis, Ms. Vicki Walker and Dr. Sylinda Musaindapo, Absent: Ms. Carlene Matthews and Ms. Joyce Dickerson

Motion Carried

2. **Approve Invoices & Supplemental:** Dr. Musaindapo moved and it was seconded by Ms. Vicki Walker for Approve **Invoices & Supplemental**. On roll call voting Aye: Ms. Vicki Walker, Ms. Aubry Crain, Ms. Juanita Jordan, Ms. Sharron Davis, and Dr. Sylinda Musaindapo, Absent: Ms. Carlene Matthews and Ms. Joyce Dickerson

Motion Carried

3. **Approve Payroll**- Ms. Crain moved and it was seconded by Ms. Walker to Approve **Payroll. On roll call voting Aye:** Ms. Aubry Crain, Ms. Juanita Jordan, Ms Vicki Walker, Ms. Sharron Davis, and Dr. Sylinda Musaindapo, Absent: Ms. Carlene Matthews and Ms. Joyce Dickerson.

Motion Carried

5. **Approve School Yr. 25/26 Budget-** Ms. Davis moved and it was seconded by Ms. Crain to Approve **School Yr. 25/26 Tentative Budget- On roll call voting aye:** Ms. Aubry Crain, Ms. Juanita Jordan, Ms. Vicki walker, Ms. Sharron Davis, and Dr. Sylinda Musaindapo, Absent: Ms. Carlene Matthews and Ms. Joyce Dickerson

Motion Carried

Consent Agenda: - Ms. Crain moved and it was seconded by Ms. Davis to place Items H4, H6, H7, H8, H9, H10, H11, H12, H13, on Consent Agenda. **On roll call voting aye:** Ms. Aubry Crain, Ms. Juanita Jordan, Ms. Vicki walker, Ms. Sharron Davis, and Dr. Sylinda Musaindapo, Absent: Ms. Carlene Matthews and Ms. Joyce Dickerson

Motion Carried

Consent Agenda: - Ms. Crain moved and it was seconded by Ms. Walker to approve items H4, H6, H7, H8, H9, H10, H11, H12, H13, on Consent Agenda. **On roll call voting aye:** Ms. Aubry Crain, Ms. Juanita Jordan, Ms. Vicki walker, Ms. Sharron Davis, and Dr. Sylinda Musaindapo, Absent: Ms. Carlene Matthews and Ms. Joyce Dickerson

Motion Carried

I. **Executive Session** Ms. Davis moved and it was seconded by Ms. Crain to go into Executive Session. On roll call voting Aye: Ms. Aubry Crain, Ms. Juanita Jordan, Ms. Sharron Davis, Ms. Vicki Walker and Dr. Sylinda Musaindapo, Absent: Ms. Carlene Matthews and Ms. Joyce Dickerson

Motion Carried 5:5 5 p m

Ms. Davis moved and it was seconded by Ms. Crain to come out of Executive Session. On roll call voting aye: Ms. Aubry Crain, Ms. Juanita Jordan, Ms. Sharron Davis, Ms. Vicki Walker and Dr. Sylinda Musaindapo, Absent: Ms. Carlene Matthews and Ms. Joyce Dickerson

Motion Carried 6:2 0 p m

Ms.Crain moved and it was seconded by Ms. Walker to approve HR Policy Consultant Scope of Work. On roll call voting aye: Ms. Aubry Crain, Ms. Juanita Jordan, Ms Vicki Walker, Ms. Sharron Davis, and Dr. Sylinda Musaindapo, Absent: Ms. Carlene Matthews and Ms. Joyce Dickerson

- **CSBO Search Firm Selection**: Three proposals received (HYA recommended by superintendent), board requested presentations from firms at next meeting before final decision
- **Back to School Bash**: Security planning in progress with Markham partnership and law enforcement coordination

J. Adjournment

MOTIONED CARRIED 6:21p.m.

Submitted by:

Dr. Sylinda Musaindapo., President

Aubry Crain, Board Secretary