



**Local School Council Meeting Minutes**  
**Tuesday, October 9, 2018**  
 LaSalle Language Academy (Library)

**1. Welcome and Call to Order at 5:52pm**

John Falck	Parent Rep, Chairperson	Present
Rachael Russ	Parent Rep	Present
Leigh Ann Dreves	Parent Rep, Secretary	Present
Rosalynn Walker	Parent Rep	Arrived at 6:02pm
Esteven Gonzalez	Parent Rep, Vice Chairperson	Present
Rob Schnitz	Parent Rep	Present
Jason Emeott	Community Rep	Present
Steven McClellan	Community Rep	Present
Chris Graves	Principal	Present
Katie Murphy	Teacher Rep	Absent
June Andalcio	Teacher Rep	Present
TBD	Non-Teaching Staff Rep	N/A

*Also in attendance: Assistant Principal Fox, Paul Gustafson, Ms. Parrilli, Sheila O'Donnell, Madame Veitch, Sam Simmerman*

**2. Approval of Meeting Minutes**

- a. All in agreement to approve the September 2018 meeting draft minutes with no abstentions.
- b. We can request Ms. Soria to have Mr. Austry to post approved LSC minutes on the bulletin boards outside the main entrance and on the playground

**3. Principal Report**

- a. Strategic Planning for Continuous School Improvement
  - i. Orange Ruler fundraiser to raise money for school technology is almost complete and has been very popular with students.
  - ii. REACH period is open but observations are not yet underway
  - iii. Data continues to be central to Staff Meetings and BAG (Behavior, Attendance, Grades) Reports and Goal Setting
  - iv. Teacher leaders (instructional Core & Summits) will lead work based on the school's CIWP priorities
  - v. Vertically aligned Literacy & Math meetings to begin this month.
  - vi. State of the School address on October 23, 2018 will present data and cover a wide range of topics about how the school is doing and plans for improvement
- b. Systems & Structures that Support Professional Learning
  - i. Scope & Sequence work continued with teachers identifying priority standards for Q4 of this year and Q1 of next year
  - ii. This week's Grade level meetings will focus on using data to identify priority standards (NWEA + Scope and Sequence)
  - iii. Launched the new LaSalle website. Work will continue on the site and content but much functionality is available now.

1. Update and include descriptions for LSC Committees
2. Update and include information for FOL
3. Review the website layout and content for different audiences, e.g., prospective families, and current LaSalle students and families
- iv. Three Mandarin teachers = Diverse structure
- v. Breakfast with Principal & AP starts this week. 8th grades invited this week.
- c. Building a Culture of College and Career Readiness
  - i. Ongoing support of discipline includes classroom visits, private conversations, replacement strategies, and avoiding conflict through relationship building
  - ii. "Compass Points" community builder activity, "Adult SEL", is led by Ms. Fox
  - iii. School beautification projects continue - entryway redesign and interior signage
  - iv. Behavioral Health Team addresses the most serious situations and meets weekly. This team consists of Ms. Bricker, Ms. Craig, Ms. Rendleman, Ms. Fox, and Mr. Graves.
  - v. Discipline Referral Form - A process is in place. Restorative consequences are highlighted and the team closes the loop with parents & staff.
  - vi. Discipline & Attendance updates - will provide data starting in November 2018
    1. Student attendance
    2. Staff attendance
    3. Actions being taken to improve attendance
    4. Discipline data

Discussion

    - Discussed showing attendance in percentage rates and comparing data over time
    - Comment that some students were tardy due (45 minutes late) for the first three weeks of school due to buses shared with another school. Ms. Fox said some bus routes are being adjusted which should help.
- d. Parent & Community Collaboration
  - i. Coffee with the Principal - 2 dozen attendees and great feedback
  - ii. Playground Project Forum hosted nearly 100 family & community members
  - iii. Curriculum Night - teachers were well prepared and expected to share materials afterwards
  - iv. ESL compliance visit resulted in guidance & structure for our program's best practices
  - v. Health & Wellness/Gardening committee met and reviewed Healthy CPS Guidelines. We will see what is required to achieve a Healthy CPS rating.
  - vi. Communication through various channels continues - Weekly Newsletter, Twitter, response to ALL emails and informal requests
  - vii. Enrollment - GoCPS is live and Ms. Rendleman leads recruitment through GoCPS
  - viii. Tours start October 10, 2018 during and after school
- e. Disciplined & Reflective Leadership
  - i. Collaborative learning with and from fellow CPS principals and administrators
  - ii. Feedback from school/community contributes to reflective leadership
  - iii. Budget learning is a priority for next month's meeting related to enrollment priorities
  - iv. Sought out feedback on diversity and equity messaging, re-framed SEL focus for the week
  - v. Doctoral work is focused on equity, race, and SEL supports for students facing mental stress due to discrimination and anxiety
  - vi. Data analysis collaboration leads to innovation planning
  - vii. Remain focused on international learning & culture

- f. Budget Approvals
- g. Enrollment/Funding Updates
- h. upcoming Dates
  - i. October 11, 2018 - 7th & 8th grade Breakfast with the principal, Orange Ruler deadline, & 7th & 8th grade Math Curriculum update
  - ii. October 12, 2018 - Orange Ruler fun run
  - iii. October 16, 2018 - Friends of LaSalle general meeting 7-8:30pm
  - iv. October 17, 2018 - LaSalle Long Distance Classic
  - v. October 19-26, 2018 - Fall Book Fair
  - vi. October 23, 2018 - State of the School address

#### 4. Committee Reports

- a. LSC Chair and Secretary Report
  - i. Esteven will work with John and Mr. Graves to prepare the agendas and especially motions to be voted for upcoming LSC meetings. Goal is to provide these to LSC members further in advance of our LSC meetings.
  - ii. The LSC page on the school website will list committees and their (co-)chairs. We should add a short descriptions of each committee's responsibilities and its goals for the year.
  - iii. Playground Project. The LSC is helping support Mr. Graves on the project with a current focus to:
    - 1. Provide communication and information about the project
    - 2. Gather feedback from the entire community
    - 3. FAQ's to be periodically updated
    - 4. Outline milestones, decisions, and dependencies
    - 5. Help coordinate key Stakeholders
- b. Building/Traffic/Safety Committee
  - i. Mural started in entryway
  - ii. CPS meeting with Mr. Graves regarding how the exterior mural will be attached to the building.
- c. Budget & Finance Committee
  - i. Mr. Graves will discuss with CPS about best roles for this committee
- d. CIWP Updates
  - i. Will have an update next month
- e. Principal Evaluation Committee
  - i. Nothing to report - the evaluation process does not start yet
- f. PPLC - Leadership Committee (Teacher Leadership team elected by the teachers)
  - i. Seven additional teachers in addition to Ms. Andalcio & Mr. Murphy to advise and make recommendations to Mr. Graves
    - 1. Determining time for MTSS, Climate & Culture, and Academic Excellence Team Committees meetings
  - ii. Ms. Andalico opens up the library on Wednesday morning to provide staff with updates from the LSC Meeting
  - iii. Update on Reflection Time after school
    - 1. Ensure that there is full coverage for afterschool
- g. Technology Committee
  - i. Launched LaSalle website
  - ii. On the website we can include principal report & LSC minutes
  - iii. Esteven Gonzalez would like continued feedback and input about website content.

1. Continue to build out site to highlight our world language trips, appropriate school data, etc. Will determine if we need to have a specific section for Prospective families
- iv. Tech survey - purchasing new technology
  1. Survey sent to teachers with questions about what technology they use and what problems they have (if any). Need more teacher responses.
  2. Some problems seemed stuck and have not been resolved
  3. TechLife (the school's technology support vendor) is reviewing the inventory of devices to determine their age and any functionality problems
  4. Discussed that Ms. Andalcio and Ms. Murphy will help coordinate with teachers to make sure all technology problems are entered in the TechLife problem tracking system. They also will work with teachers to gather and prioritize requests for new technology purchases.
- h. Community Relations
  - i. Repairs North Park and Willow are complete (SW corner)

## **5. FOL Update**

- a. October 16, 2018 general meeting 7pm-8:30pm
  - i. Voting on security camera installment (previously approved, but will re-approve since cost increased slightly)
- b. Community Building activities
  - i. Books & Blankets - 1st of 4
  - ii. Sock Hop dance on November 9, 2018

## **6. Playground Project Update**

- a. Community Forum to present information and gather feedback on the proposed playground project was held on October 4, 2018 in the gym. On October 1 a presentation session with questions and comments was held at the Old Town Triangle Association.
- b. A playground FAQ was put together in collaboration with Steve Weiss (President, Old Town Triangle Association). Updates were added after the Oct 1 presentation
- c. Neighbor concerns include the potential impact of parking, traffic and noise from a new field, especially if it is rented by the school to raise money. The LSC has the authority to approved usage of the potential new space (although CPS has veto power).
- d. The project website will be integrated with the new school website. The goal for the project website is to post FAQs and provide information about the project as well as a place for individuals to give pledges.

## **7. Old Business**

- a. Nothing to report

## **8. New Business**

- a. During the two informational events about the playground project, many neighbors to the school voiced complaints about illegal parking during morning drop-off and afternoon pick-up, including people's driveways being blocked and double parking that stops traffic.
  - i. Discussed that we need to remind parents and others about drop-off and pick-up parking procedures

- ii. Suggested that we need someone with ticket writing authority to decrease the amount of illegal parking
- iii. Suggested to consider zone dismissals or staggered dismissals to smooth traffic flow during pickup
- iv. This topic will be discussed with the FOL Building Committee. Also may be discuss with the OTTA and the alderman.
- v. How do Latin & Parker conduct their drop-off/pick-up routines?

**9. Issues for Discussion or Vote**

- a. Fundraising and School Usage
  - i. Bball society vendor proposal (gym) - to be proposed at November LSC meeting.
    - 1. A total of 10 days or less to utilize the gym at \$105 per hour.
- b. Payment and/or Budget Transfer
  - i. To purchase AIMS webPlus site licence From: 29161-115-51300-290001-000575 To: 29161-115-53307-119035-000575 in the amount: \$3380.00. All in agreement to approve the transfer of funds with no abstentions.

**10. Open Forum**

- a. Sam Simmerman (Old Town community member) - a committee of residents has been formed by the OTTA to approach the LSC to discuss the proposal of the playground. Some members of the community felt they didn't have enough heads-up regarding the project.
- b. Ms. Parrilli said students are under too much testing pressure, so she does not plan to discuss test performance expectations with her fourth grade class.
- c. Ms. Parrilli advised that the LSC was spending too much time discussing communication plans to address illegal parking near the school during student drop-off and pick-up, and that we should just have cars ticketed.

**11. Adjournment at 8:04pm**