



Local School Council Minutes  
August 13, 2019  
2018-2019

**I. Welcome and Call to Order at 5:22pm**

John Falck	Parent Rep, Chairperson	Present
Rachael Russ	Parent Rep	Present
Leigh Ann Dreves	Parent Rep, Secretary	Present
Rosalynn Walker	Parent Rep	Arrived at 5:44pm
Esteven Gonzalez	Parent Rep, Vice Chairperson	Absent
Bridget Johnson	Parent Rep	Arrived at 5:33pm
Jason Emeott	Community Rep	Present
Steven McClellan	Community Rep	Arrived at 5:51pm
Chris Graves	Principal	Present
Katie LeMoine	Teacher Rep	Present
TBD	Teacher Rep	N/A
Ilsa Naumes	Non-Teaching Staff Rep	Present

*Also in attendance: Nancy Joyce, Daniel Quadri, Sam Zimmerman, Carrie Kruzycki, Ms. Jenkins and Ilene Siemer*

**II. Approval of Meeting Minutes**

- a. A few edits were made to the draft July 2019 minutes based on some grammatical typos. A motion was made to approve the July 16, 2019 meeting minutes as revised. All in favor with no abstentions.

**III. Sergeant at Arms Role Introduction**

- a. The Sergeant at Arms role will help ensure that LSC meetings are efficient, and will work with the Chair to guide discussion, comments and questions. For meetings with many guests, this person also will coordinate who speaks when and to manage time limits.
- b. Right at School (RAS) We have two representatives from Right At School to answer any questions about the group: Representing RAS was Carrie Kruzycki- Regional Director - who will check in with area manager and Mr. Graves to ensure that everything is running smoothly. Daniel Quadri- Area Manager - who will oversee our school's program team.

Questions: How do you think the program is working at the school? How have things gone in the past and what to expect in the future?

Response: Collaborating with Mr. Graves to determine what RAS can do differently to develop routines for structured play. RAS is open to discussion about what they need to do differently.

RAS will bring in two different program managers. RAS wants to ensure that they have the right staff in place - RAS will have more seasoned program managers at the school.

RAS will meet with Mr. Graves next week to ensure that RAS is properly staffed. In addition, there is a document to track any situations that arose in the past and how they were handled to provide some consistency.

Noted that it would be great if there was an increase in teacher communication when something happens during recess, e.g., so a teacher knows if a child will be late to class because they got cut and are getting a band-aid at the office, or some other event that might flow to the classroom.

If any issues arise, please reach out to RAS with questions or concerns.

- c. Principal Report. Prior to each LSC meeting Mr. Graves will distribute an electronic Principal Report for review by the LSC. This will present information about the school including Principal Evaluation topics and CIWP updates. The meeting presentation then may cover some of these topics or other points. Clarifying questions are encouraged and can be submitted in advance.
- d. Principal Report Open Discussion:  
School performance data has been analyzed including:
  - Attendance deep dive looking for correlation with performance
  - Review attendance analysis of students based on home zip code
  - My Voice My School survey review - Mr. Graves is able to look at the actual questions of students and parents and see trends over the past three years
  - In a presentation to the chief, the analysis included teacher level data and was reviewed by a data strategist. It also looked at growth trends over time.
- e. Update on staffing plan changes for 2019-20 school year
  - i. Mr. Collora was hired for 7th/8th grade math
  - ii. Ms. Anderson will be 3rd grade homeroom teacher
  - iii. Ms. Fister will be the Library teacher
  - iv. Ms. Solis will be the new special education teacher (after Ms. Friedenbergs resigned this summer)
  - v. A vacancy will be filled for the upper grade Diverse Learner Position
  - vi. All SECA positions will return for the year
- f. Update on enrollment and funding forecast for 2019-20 school year
  - i. As of 3 days ago, LLA was fully enrolled for the 2019-2020 academic year. This means there are 32 students per homeroom for grades K-4th
  - ii. Union rules requires an assistant for an enrollment over 28 in K-2 to ensure that our students are supported.
- g. Anticipated discretionary funding for school year (non FOL funding)
  - i. We are projecting 543 students, up from the CPS projected 516, which based on the CPS per-student funding could give us a funding increase of ~\$100,000 to ~\$119,000 effective the 10th/20th day of the school year. These funds would need to be spent during the school year. It is proposed (Motions) to use this money to provide 4 full time classroom assistants for the year. Additional funds will likely cover the cost of 4 full time assistants for K, 1 and 2nd grades, and a shared assistant across 3 / 4 grades.
- h. Arts proposal
  - i. Music position was closed, so additional arts programming was desired. Mr. Graves, Ms. Jenkins, Teachers, Parents, and Students met with 6 art partners and narrowed this down to 2 potential recommended partners, with a motion to be made later in the meeting
- i. Recess supervision; dismissal supervision
  - i. See discussion above regarding Right at School

**Public Forum** - opportunity for anyone to present their opinion (suggested 2 or 3 minute limit)

Will the playground be addressed during the meeting? Yes, this will be discussed later in the meeting.

There was discussion about this meeting's start time of 5:15pm vs. the usual 5:45pm. This was conveyed in the agenda as well as an email from Mr. Graves, although not updated as an early start on the website.

#### **IV. Committee Reports**

- a. LSC Chair and Secretary Report
  - i. Chair introduction at the start of the meeting. Nothing additional to report
- b. Building/Traffic/Safety Committee
  - i. Nothing to report
  - ii. A safety assembly will discuss topics including active intruders and bullying. CPS does have an active intruder policy. Last year LLA had 2 active intruder drills (only 1 required by CPS).
- c. Budget & Finance Committee
  - i. Nothing to report
- d. CIWP Updates
  - i. Important 8/26 retreat from 9am-1pm. CWIP will be under instructional leadership team to ensure participation from the entire school.
  - ii. Climate team to review the living document during the retreat and will have more information in September
- e. Principal Evaluation Committee
  - i. Nothing to report
- f. PPLC - Leadership Committee (Teacher Leadership team elected by the teachers)
  - i. Nothing to Report
- g. Technology Committee
  - i. Mr. Graves is working with Esteven re: website updates, one twitter account, and one Facebook page.
  - ii. Reviewing what people experience when they land on our webpage.
  - iii. Can teacher Amazon wishlists be added to the website? Yes, there is a small globe next to the teachers picture which will allow users to drill in
  - iv. Will be doing research this year to find another website provider for next year
  - v. Aspen - is there support available to provide information to families later this week when teacher assignments are released?
    1. Some people still are having trouble getting registered with Aspen. Teachers should send out an email to their class prior to the start of the school year or something should come from the school to ensure that those who are having difficulty with Aspen will know the teacher assignments as Aspen issues are worked out.
- h. Community Relations
  - i. Nothing to Report

#### **V. FOL Update**

- a. Budget Overview - Ilene Siemer (FOL Chairman)
  - i. Changes were made to how FOL budgeting was done for the 2019-2020 academic year. Until this year, the FOL retained a substantial amount of funds in a reserve account, but this was spent as part of last year's anticipated spending and special spending, including the contribution of ~\$105,000 for the playground project. The money expected to be spent for this coming year (\$151,450) is already in the bank. Fundraising conducted this year will be spent in the 2020-2021 year, with a target of \$166,500.

- b. FOL is going to start a special projects fund to conduct separate fundraising from the general FOL fundraising. Details on that will follow.
- c. The FOL is changing to Chase bank, which may make it easier for people to donate directly to FOL (rather than using Paypal which has been charging processing fees).

FOL Open Discussion

- How large are the expenses for the Auction? Auction costs were roughly \$31,000 this year. The gross amount raised of the ~\$83,000 includes some teacher treasure donations (which go to teacher accounts at the school not FOL).
- The reprint of the yearbook was a LaSalle request, not due to a vendor misprint. More oversight will be provided in the future.
- Chromebook purchase - last year there was a discussion between the LSC and FOL about implementing annual Chromebook purchases to spread-out the technology cost more predictably. Last year 150 were purchased at an approximate cost of \$50k. There isn't money in this year's FOL budget allocated for new Chromebook purchases, although perhaps that could be a special fundraising target.

**VI. Old Business**

- a. Playground project update, progress and construction schedule
  - i. The playground project seems to be on track as of today. They anticipate to finish on August 29th, excluding finishing touches such as painting.
  - ii. Donated bricks arrived today.
  - iii. Once school starts there might be pauses in usage in order to complete the finishing touches
  - iv. The Office has a contingency plan should the field not be ready when school begins
  - v. Movie night is tentatively scheduled for the first week of school, but this could be pushed if the field isn't ready

**Open Discussion:**

- a. Request for confirmation that the playground project is anticipated to be completed on August 29th, excluding the finishing touches. The response was yes, if all goes as planned, that is the expected completion date.
- b. Testing performance - status update
  - i. Analyzed and shared one analysis at the end of the school year, but there has been more analysis throughout the summer but nothing completely finalized until CPS provides final and complete data about the prior year (expected in October)
  - ii. A previously reported, based on preliminary data, LLA 3rd - 8th grade reading growth tested at the national 82nd percentile, with math growth at the 57th percentile rank, both an increase from the prior year's growth ranking.
  - iii. This year we will be giving the NWEA test for all grades, three times during the year.
- c. Northwestern Program
  - i. The approved partnership with Northwestern's Center for Talent Development fell through at a CPS level for contract terms, which then ran out of time for this upcoming Fall.
  - ii. Since this fell through, looking at other programing to bring in to replace this loss.

**VII. New Business**

- a. No new business

## VIII. Issues for Discussion or Vote

### Open Discussion:

Talked with 6 different companies/programs for an Arts program and narrowed it down to 2 companies

One instructor per group and it's the same instructor every week

This cost is lower than paying for a salaried position

These companies cater the programming to meet the needs of all students

There is anticipation that the staff member who is assigned will be staffed for the entire semester or academic year

#### *Design Dance*

- K-4 to provide more physical activity and emphasize on social emotional learning
- The training of their instructors seemed to have more in-depth training around social emotional learning element, as well as a diverse background
- K-4 need is a daily instruction for students for a total of 2 hours per day

#### *Music House*

- 5-8th grade offers a wide variety of options (drum, music theatre, green screen, spoken word, etc)
- a. Creation of four or five positions to be staffed as classroom assistants (K, 1st, 2nd, 3/4th) pending funding availability after the 10th and 20th days of school (~\$100,000)
  - b. Use of internal account 21310 (Building Lease Income) to pay for Design Dance contract to provide two hours of supervised daily instruction for students in K-4 (roughly \$~36,000)
  - c. Use of internal account 21311 (Right at School Income) to pay Right at School contract (~\$25,987.05)
  - d. Use of internal account 21320 (Parking Lot Income) and account 21321 (Playground Income - from Pedalheads in summer '18) to pay for Design Dance and Music House as arts partners to provide programming for 5th-8th graders for two hours weekly, all year, on Fridays. (~\$14,000)
  - e. Transfer remaining funds from account 54105 (leftover from security equipment) to 55005 (furniture) to pay for furniture for Mr. Gilmore (~\$8,000) for various purposes (consider with FOL priorities) (~\$14,301)

A motion was made to approve the items IX a-e. All in favor with no abstentions.

- f. Approve student fee funds to be used for supplies, books, and software licenses.
  - i. Not proposing a change in the funds available, but more that other items that can be purchased with the funds, specifically books.

A motion was made to approve the items IX h. All in favor with no abstentions.

## IX. Open Forum

- a. Discussion about the Wednesday meeting dates for the upcoming year, per the schedule approved in July. Ms. Naumes will not be available for Wednesday meetings.
- b. There was discussion about the earlier start time of today's meeting of 5:15pm vs. 5:45pm. Confirmed that the agenda and an email stated the earlier start time, though the website says that LSC meeting usually start at 5:45. A recap of what occurred during the first 20 minutes of today's meeting was requested and provided.
- c. Ms. Walker brought up the Sergeant of Arms position which was voted upon in July 2019. Her concern is that she expressed an interest in the position and she believes that she was told that she could co-chair the position, and she also was not sure if a vote had taken place in July. Sergeant of Arms was defined to the group as "an official of a legislative assembly whose duty includes maintaining order and security." The

discussion explained that multiple people can express an interest in a position but it comes down to the motion that is made and receives majority support. Esteven will be asked to confirm that his motion in July was for Jason to be Sergeant at Arms.

**X. Additional Motions**

- a. Allocate and transfer remaining funds from accounts 21320 and 21321 to pay for an after-school coordinator for first semester (est. cost \$3,600)
- b. Increase Principal discretionary spending and check-writing limit to \$5,000 (annual request)

A motion was made to approve the items a-b. All in favor with no abstentions.

**XI. Adjournment at 7:40pm**