



**Local School Council Minutes**  
**Tuesday, September 11, 2018**  
 LaSalle Language Academy (Library)

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

John Falck	Parent Rep, Chairperson	Present
Esteven Gonzalez	Parent Rep, Vice Chairperson, chair Technology committee	Absent
Leigh Ann Drevs	Parent Rep, Secretary	Present
Rachael Russ	Parent Rep, co-chair Buildings committee, co-chair Principal Evaluation committee	Present
Rob Schnitz	Parent Rep, co-chair Principal Evaluation, FOIAO	Present
Rosalyn Walker	Parent Rep	Present
Jason Emeott	Community Rep, chair Budget and Finance committee, co-chair Community Relations committee	Present
Steven McClellan	Community Rep, co-chair Community Relations committee, co-chair Buildings committee	Arrived 5:54pm
Chris Graves	Principal	Present
June Andalcio	Teacher Rep, PPLC	Present
Katie Murphy	Teacher Rep, PPLC	Present
TBD	Non-Teaching Staff Rep	N/A

*Also in Attendance: Assistant Principal Fox, Ms. Veitch, Ms. Wang Xia, Ms. Parrilli, Ian Smithdahl, Sheila O'Donnell, Melissa Flisk, Elaine Lee*

**II. Approval of Meeting Minutes**

- a. All in agreement to approve the distributed August 21, 2018 meeting draft minutes with no abstentions.

**III. Principal Report**

- a. Welcome Ms. Wang Xia "Echo" from China
- b. Strategic Planning for Continuous School Improvement
  - i. Training
    - 1. Tailored training for staff provided on 8/29/18
    - 2. All staff received Protecting Chicago's Children mandatory training
  - ii. Submitted back-to-school documents to network and finalized training unit plans
  - iii. Year long training now being implemented. Grade level meetings are focused on behavioral expectations, and soon on communication and scope. Staff meetings are focused on data and will continue throughout the year
  - iv. Creating and editing a list of facility enhancements to be addressed
    - 1. Kindergarten door has been updated

- v. Beautification project nearly completed; mural projects (indoor and outdoor) underway
  - vi. Improved security cameras scheduled to be installed in September
  - vii. Organization chart prepared by Ms. Fox describes duties of administrative staff.
    - 1. This will be distributed to LaSalle families
    - 2. Request to add email addresses for those on the chart
    - 3. STLS = Students in Temporary Living Situations
- c. Systems & Structures that Support Professional Learning
- i. Academic Excellence team will be leading training every other week
  - ii. Teacher observations will be clarified during the grade level meetings
  - iii. Effective teaching and learning is a priority
    - 1. In multiple classrooms daily
    - 2. teachers will always receive a brief feedback after each visit
    - 3. Structure the visit schedules to be consistent and thorough
  - iv. Hiring almost complete - searching for a second Mandarin teacher as Ms. Pan left after the academic year started.
- d. Building a Culture of College and Career Readiness
- i. Restorative Justice/Climate Team developed Social and Emotional plans
  - ii. School Culture Mission and Vision Statements was reviewed by all staff and will be presented at Curriculum Night for feedback from families
  - iii. Behavior Support Plan being revised - 5th-8th grade teams met today
  - iv. Behavioral Health Team being developed, led by Ms. Rendleman.
  - v. Ms. Rendleman will play a key role in Social & Emotional Learning (SEL)
  - vi. Schoolwide SEL themes are shared each week
  - vii. Adult SEL is prioritized - teachers are in the loop and communicate regularly
  - viii. Behavioral data capturing system will be normed for years to come
  - ix. Attendance plan is being built
    - 1. Recently accepted into an Attendance Grant. This grant includes extended day pay for attendance and school climate. The amount of the grant is unknown at this point.
- e. Parent & Community Collaboration
- i. Communication Plan - Every Wednesday a weekly newsletter and a Sunday newsletters to staff/faculty
  - ii. Follow Mr. Graves on Twitter @LLAprincipal
  - iii. Constant Visibility - Mr. Graves & Ms. Fox & Ms. Rendleman - one of these individuals will be available for classrooms, before & afterschool
  - iv. Playground project announced at Movie Night by Mr. Graves and Alderman Michele Smith
    - 1. The playground is unsafe and must be replaced since there are collapsed drainage pipes and an old building underneath. The current surface cannot be repaired.
    - 2. Proposal is to install a multi-use sports turf field rather than asphalt.
    - 3. Project cost (current) estimate of \$2M.
    - 4. Alderman can match up to \$1.5 million if the school raises \$500,000
    - 5. LaSalle already has \$300,000 identified in pledges and grant funds
    - 6. Actual plans needs to be approved by CPS. The design presentations shown so far are visualizations of what might be possible not what will be built

7. Next steps include getting community input, launching a formal pledge campaign, and working on developing plans.
- f. Disciplined & Reflective Leadership
    - i. Diversity & equity are part of all decisions. This includes fundraisers like Orange Rule and Playground Projects. All functions will have equitable access.
    - ii. Doctoral coursework: Critical Race Theory & Statistical Modeling
    - iii. Coffee Break Espanol podcast during daily commute
    - iv. Mr. Graves *Entry Plan* is complete! His own Back to School Checklists have been guiding documents as an accountability measure of progress.
    - v. Long hours are normal for the school administration
  - g. Budget Updates
    - i. Mr. Graves & Ms. Fox have been attending budget in-dept trainings
  - h. Enrollment/Funding Updates
    - i. Current enrolment is 512 students, 49 students lower than last year
    - ii. Student Based Budget (SBB) Funds are held harmless (will not be cut) for this year, even though we have fewer students. Only State of Illinois SGSA funds will decrease this year
    - iii. [discussed that at the 2017 SBB funding rate of \$4300 per student, the decrease of 49 students represents a funding drop of about \$210,000 (approximately the cost of 2 ½ teachers), so we will have a funding drop next school year unless our student numbers return to their prior levels.]
    - iv. \$52K increase in SBB, \$44K potential decrease in SGSA funds (if enrollment is low)
    - v. \$56K increase in staff costs should be offset by rollover funds
    - vi. Enrollment will remain open in all grades until the 20th day of school (at which point CPS counts our official student numbers and funding amounts for this school year). After the 20th school day we will keep accepting new students in grades K-4, to help recover our overall student numbers for next year's funding.
    - vii. Uncertain: Position inquiry increase/decrease and rollover funds (not yet received)
    - viii. Ms. Soria and Mr. Graves have worked on an analysis of recent transfer outs.
    - ix. Next Steps: develop a marketing plan and determine actions to take. Mr. Graves has already contacted other schools.
      1. Suggestion was to better showcase the school during Curriculum Night through parent volunteers.
      2. Suggestion to have a tab out the new school website for prospective students, and perhaps to establish mentoring programs for students and families new to LaSalle
    - x. Upcoming Dates
      1. Coffee with the Principal - 9/21/18 at 9:30am-11:00am
      2. Curriculum Night - 9/25/18 4:30-6:30pm

#### IV. Committee Reports

- a. LSC Chair and Secretary Report
  - i. LSC Welcome letter went out families on 8/24/18. Mr. Graves will send it to the faculty. The letter says who we are and summarizes LSC roles and responsibilities.

- ii. John Falck will circle around the agenda and ask LSC members for topics of discussions prior to our meetings
  - iii. CPS Training Modules - LSC members can email Eduardo Camacho (LSC Relations) and then email Leigh Ann Dreves the confirmation from Mr. Camacho when they have completed their LSC training.
- b. Building/Traffic/Safety Committee
  - i. Kiss & Go - is being staffed by the School
  - ii. If you see traffic or safety concerns please report them to the LSC
- c. Budget & Finance Committee
  - i. No Report
- d. CIWP Updates
  - i. This has been covered in the Principal's Report
  - ii. in the future (when it becomes CWIP season) this will be its own agenda item
- e. Principal Evaluation Committee
  - i. No Report
- f. PPLC - Leadership Committee (Teacher Leadership team elected by the teachers)
  - i. No Report
- g. Technology Committee
  - i. the LSC group email Issues are being reviewed by Esteven
  - ii. Website update/rebuild - this is underway and will take several weeks
  - iii. Looking into purchasing new Chromebooks. Have reviewed the inventory of current school devices, and discussed breakage rates with TechLife which does repairs at the school. A survey will go out to teachers regarding last year's and planned use of devices at school. All this info will help identify how many devices of what types we need to buy. A goal is to transition to a planned annual purchase rate of new devices rather than a full-scale replacement every few years.
- h. Community Relations
  - i. Lululemon has free classes on Sunday mornings at 9:30am
  - ii. We need a strategy to communicate to the community about the Playground project

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

- a. 2nd Floor hallway improvements completed
- b. Courtney Johnson did a great job with teacher appreciation
- c. Many teacher grants approved over the summer
- d. Successful FOL board meeting over the Summer
- e. Orange Ruler fundraiser coming up
- f. Movie Night was a success - shout out to Rich Christian offered to help even though he is no longer a parent at LaSalle.
- g. Security Cameras & Computer Repairs
- h. First FOL Meeting October 16, 2018 at 7pm
- i. Playground Project - important to reinforce that this improvement is for the kids and Mr. Graves did a good job of incorporating the kids at Movie Night.

#### **VI. Playground Project Report**

- a. Mr. Graves will coordinate communications with Mr. Gustafson and Mr. Burtnett so the LSC Building/Traffic/Safety committee can be better informed. In addition, management of how the information can be disseminated to the Community (internal & external to LaSalle) will need a plan and support.
- b. The Alderman should send out information to address some of the misnomers around the playground project, incorporating the FAQ sheet we will create.

- c. There will be a specific website for information about the playground project. This will be accessible via the school website. It will include a YouTube posting of the video that was presented at Movie Night.

**VII. Old Business** - none

**VIII. New Business** - none

**IX. Issues for Discussion or Vote**

- a. Fundraising and School Usage
  - i. Orange Ruler (fundraiser) - 9/24/18 - 10/12/18
  - ii. Lifetouch Photography (fundraiser) - 10/5/18
  - iii. Scholastic Book Fairs (fundraiser) - 10/19/18 - 10/26/18
  - iv. Field Day/Block Party - 6/18/19
  - v. All Fundraising & School Usage events approved with no abstentions

**X. Open Forum**

- a. Title I funding - the percentage of the low income student population needs to be ~40% for the school to be eligible for these federal funds. Actual rules are a bit complex, but calculations are based on income information families submit to CPS at the start of the school year. In past years LaSalle has been about 33% to 34% low income population.
- b. Robert Morris Program - selections have not been made yet, and all are eligible. All 8th grade students are encouraged to apply for the math tutoring program.
- c. It would be nice to match up new families with experienced families, especially for those transferring into the school (not in kindergarten)
- d. Asked if there could be a YouTube video to link to the school website for prospective families - Mr. Graves will reach out to Rich Christian to see if there is a video that could be used for that purpose.

**XI. Adjournment at 7:55 pm**