

LSC Meeting Minutes

Tuesday, October 9, 2012

Teacher's Work Room, Amundsen HS



AMUNDSEN
Local School Council

The meeting convened at 6:10pm.

In attendance: NEWMAN, REED, COHEN, PEREZ, VEGA, OROZCO, EVANS, ESPINOZA, PAVICHEVICH

After the resignation of Ms JONES, there are two vacant parent seats.

After the resignation of Ms BAXTER-BATES, there is one vacant teacher seat.

Arriving later: [6:45pm] MUÑOZ

PUBLIC PARTICIPATION

Darinka D'Alessio nominated herself as a parent member on the LSC.

PRINCIPAL'S REPORT

Two requisition orders required approval by the LSC:

- to Josten's, \$10,015.25 for caps and gowns
- to Anderson Lock Co., \$14,295.84 for student locks, keys, etc.

Both items are normal budgeted expenses that come out of regularly collected student fees.

Mr REED moved to approve both expenses, seconded by Mr NEWMAN. The motion was approved unanimously.

The school has designated a teacher's work room; this meeting was held in that room. This facility did not exist last year, it is new for this year.

We are working on 3 major initiatives.

1. Developing a culture and climate that makes students feel safe.
2. Increase student attendance rate.
3. Promote efficiency in the instructional core.

To these ends: this year, Homecoming is re-invigorated. We are having a Spirit Week, now open to all students, including a Pep Rally, a parade of athletes, we have ordered banners that students will be able to carry in the parade. Banners will be decorated for quality academic and athletic participation (not just wins).

We have started some new activities. 90 students came for the new Student Advisory committee.

The new data analyst is helping to make sure all the student athletes are eligible to participate. We now distribute an individualized "BAG" report (Behavior, Attendance, Grades); currently it is distributed to athletes, but soon it will be distributed school-wide.

Our attendance target is 98% for athletes, this is a high bar but we are proud of it.

The LSC had previously authorized about \$11k for professional development. But instead we developed a partnership with NEIU, and they are paying for professional development, including a staff member who works regularly at Amundsen. There is approximately \$9,000 left available in this agreement.

The school is fully staffed, although 5 employees are pregnant. Long term substitutes are already lined up to fill in as needed.

Ms PAVICHEVICH has been invited to participate with Ravenswood Community Council, to facilitate a two-way relationship.

We have identified 5 schools (Waters, Budlong, Chappell, Coonley, McPherson) to develop K-12 relationships. We are sending Amundsen ambassadors to the elementary schools to build relationships. We will create activities for three target age groups at each school: K-2, 3-5, and 6-8 grades. For example, we will have movie night at the High School, inviting elementary school students. We also might do collaborative instructional rounds to build instructional tools. As an example: younger kids work in groups very often; we might bring that to high school.

We are holding open houses for prospective students and parents (the first one is Nov 14th), and also a community open house focused at community members. We will have an open and honest discussion of data and the school, try to correct some misperceptions, and highlight our students in a student activity fair.

The Friends of Amundsen have arranged for a volunteer photographer to take photos of the school for promotional use.

A training schedule for LSC members was distributed.

The LSC reviewed the Internal Accounts. At the previous meeting, there was a question regarding large unexplained movements on money; this was related to senior fees.

Mr REED moved to approve the Internal Accounts, seconded by Mr COHEN. The motion was approved unanimously.

NEW BUSINESS

Principal Evaluation

Mr REED pointed out that within the principal evaluation process, as outlined in the LSC handbook, it is recommended that the LSC establish goals for the Principal, and that this be done in September (Sec 5, Page 16 in the handbook).

Mr REED moved to add this task to the agenda for next month, seconded by Mr NEWMAN.

Mr PEREZ suggested that it is too early to begin the principal evaluation process. Mr James DEANES (from CPS Office of Local School Council Relations) offered that the handbook is a guide, but not a rigid framework that must be followed. He also suggested that the LSC members complete the training on principal evaluation before beginning the process.

Mr REED amended his motion that the process be added to the agenda for January, seconded by Mr NEWMAN. The motion was approved unanimously.

Erie Health Center

A representative of the Erie Health Center made a presentation. They are located in the building, offering a fully functioning health center in the school. This clinic only serves the students. Consent forms are required for a student to get regular healthcare. First aid is available as normal in emergencies. They partner with Advocate's Dental Van, and Ageless Eyecare, to provide these services periodically at the school. They bill private insurance, or Medicaid, when possible; otherwise a \$3 fee is charged (and usually not collected). Ms PAVICHEVICH noted that medical compliance is required for every student, and they get the needed medical right here, which greatly facilitates the process. Mr REED asked when will students know that eyeglass doctors will be here; the eye doctor is coming 1st week in November. It is not currently advertised in the school because they only advertise the next upcoming service. Mr REED requests that the Health Center communicate this kind of information to teachers. Teachers need to know the dates, so they can refer students to needed services. Mr REED also asked if the policy to serve only students is a local choices or a more regulated global policy. The students-only policy is a choice that was made to ensure students and teachers do not overlap in the health center. They might see teachers on hours that students are not seen, but do not want teachers and students in there at the same time.

OLD BUSINESS

Election of Officers

Mr REED objected to selecting permanent officers while some seats, and especially one teacher seat, on the LSC remained vacant. Mr DEANES informed the council that, if the results of the teacher advisory poll (already completed) were transmitted to the CPS school board in a timely manner, the teacher seat could be filled as of the next CPS board meeting in mid-November.

Mr NEWMAN moved, in light of the current vacancies, to table the election of officers until after we have discussed adding new members to the LSC, seconded by Mr REED. The motion was approved unanimously.

Appointment of Parents to LSC Vacancies

Darinka D'ALESSIO and Steve JOHNSON made statements nominating themselves for parent vacancies.

Mr REED moved to enter closed session to discuss the candidates, and other matters, and that Ms BOOZER (CPS), Ms JONES (FORMER LSC MEMBER), and Mr DEANES (CPS) be permitted to attend the closed meeting, seconded by Mr PEREZ. The motion was approved unanimously.

The LSC entered closed session at 7:12pm.

The LSC reconvened in open session at 8:02pm.

Mr NEWMAN moved to immediately seat Ms D’ALESSIO and Mr JOHNSON in the vacant parent seats on the council, seconded by Ms MUÑOZ. The motion was approved unanimously.

Mr PEREZ moved to appoint Ms VEGA as Temporary Chair of the LSC, to serve for 2 months, seconded by Mr COHEN. The motion was approved unanimously.

Mr REED moved to appoint Ms MUÑOZ as Temporary Vice Chair of the LSC, to serve for 2 months, seconded by Mr PEREZ. The motion was approved unanimously.

Ms VEGA moved to appoint Mr NEWMAN as Temporary Secretary of the LSC, to serve for 2 months, seconded by Ms PAVICHEVICH. The motion was approved unanimously.

Ms PAVICHEVICH moved to adjourn the meeting, seconded by Mr REED. The motion was approved unanimously.

The meeting adjourned at 8:05pm.

Note: Following the adjournment of the meeting, Mr OROZCO submitted his resignation from the council.

ACTION ITEMS

1. The “setting goals” step for the principal evaluation process shall be added to the agenda of the LSC meeting scheduled for January 8, 2013.
2. The results of the teacher’s advisory poll shall be transmitted to CPS so that a new teacher representative on the LSC can be appointed.
3. The next regularly scheduled meeting of the LSC will be held at 6pm on November 13, 2012, at Amundsen High School.