

Skinner North LSC Meeting
11:00 am 3/26/20 virtual meeting
Minutes of LSC Meeting on March 26, 2020
Minutes were approved as read/as approved on 5/13/20

1. Call to Order
 CS calls meeting to order at 11:01 am

2. Establish Quorum – with 11 members
 LSC Member Attendance
 (“X” signifies attendance; “L” Indicates late arrival - notate time of arrival)

X	Katie Magnuson (KM1) - Principal	X	Conor Sullivan (CS1) - Parent
X	Morgen Jacobson – Parent	L—11:03 am	Frances Zemans - Community
X	Nicolle Heller – Parent	X	Joan Moore - Community
X	Hadassah Hickman – Parent	X	Kelly Mulligan (KM2) - Teacher
	Jennifer Jones – Parent	X	Carolyn O’Malley (CO) - Teacher
X	Shannon Stevens – Parent	X	Gloria Morales- Non-Teaching

3. Select a secretary for meeting.
 LSC Relations gave guidance that a recording of the virtual meeting that is able to be published online is acceptable, but we can also create written minutes at a later date, as well, if needed.

CS1 noted that LSC Relations guidance during virtual meetings during the COVID-19 pandemic indicates that the LSC should do a full roll call votes for every issue voted upon. (When their name is called, each LSC member must verbally announce their vote versus simply using their hand to indicate their vote.)

Approved—SS motion, 2nd HH, unanimously approved.

CS1 noted that Jose Ortiz, Skinner North’s new representative in LSC Relations, is attending this meeting via phone. Mr. Ortiz was encouraged to speak up if he had any guidance for the LSC during this unusual time, (during the COVID-19 pandemic), when school is out of session and the LSC is not allowed to meet in person.

4. Approval of Agenda

HH suggested that the LSC approve the Agenda with one modification: the LSC move the budget discussion to Agenda Item 4, earlier to ensure the LSC has quorum.

Approved—HH motion, 2nd Morgen, unanimously approved

5. Budget Transfers and Approvals

KM1 presented that the school requested and was granted a \$8,019 refund for a printing overage from Ricoh, which she would like to transfer from the Service Planning line to the Computer/Media Tech line.

KM1 presented a \$22,000 adjustment from the Benefits pointer line (due to real January and February staffing costs) to the Computer/Media Tech line.

Both of these proposed transfers would be used to cover replacement of Smartboards, Chromebooks, and related equipment. There is currently a need for approximately 8 Smartboards (\$4,00 plus mounts and labor each) and monitors/keyboards/mouses for the two computer labs. There is also anticipated need for replacement Chromebooks for those that students have borrowed to complete remote learning, due to malfunctioning or loss.

Approved—HH motion, 2nd CS1, unanimously approved

6. Approval of Minutes

a. February 12, 2020 LSC Meeting

Approved— HH motion, 2nd GM, (8 yes, 2 abstentions—CS1 and MJ)

b. November 20, 2019 LSC Meeting

Approved— FZ motion, 2nd JM, (7 yes, 3 abstentions—CS1, HH, and MJ)

7. Public Participation (2 minutes per person)

CS1 instructed the public that, due to the virtual nature of this meeting, they should type in the online meeting's chat box if they would like to ask a question and if they are the phone, they should identify themselves and they will be acknowledged.

a. FoSN President: Due to the COVID-19 pandemic, Starry Night was cancelled for this weekend, re-scheduled for June 12 if school is in session. All normal events will be there, except the Silent Auction, which will be held online this weekend, so please participate virtually. Contact Adriane Schwager if you have questions.

8. LSC Chairperson Report

- a. Thank you all for your patience and acceptance of this online way of meeting.
- b. While we are limiting this meeting to an hour, we may want to host a weekly meeting for a shorter time to take care of the school's immediate needs, including budget and any issues that emerge during the remote learning period.

9. Principal Report

Presented by Dr. Magnuson See Appendix A (Principal's Report)

LSC and Public Questions:

- a. MJ: Do we need to find a non-online way to tell families that there is tech support (Chromebooks)? (District and school are sending out messages, we are open to ideas, Facebook, may do robocalls.)
- b. How many families have asked for tech support from Skinner North? (Approximately 20)
- c. How many families have shown up to get the CPS meals at Skinner North? (Varies, from 11-27 so far)
- d. Are the Zoom accounts the teachers are using are the paid accounts or free? (Free version for me, but we may upgrade to the "paid" memberships, but the companies are offering free upgrades. If we need it, FoSN will support the upgrade.)

10. Committee Reports

- a. Wellness Committee (Given by SS)
 - i. Before school closure, we co-hosted a successful executive functioning event with the Diverse Needs Committee. Notes posted on shared drive.
 - ii. Hoping to still do a "Mindful May"—on hold until school is back in session.
 - iii. Looking at getting a Zoom account for the committee to engage socially with community
- b. Skinner North Upper Grade (SNUG) Committee (Given by CS1)
 - i. Because the 7th and 8th grade overnight trips will be unable to be held, the committee will release the FoSN money allocated for that to the greater good.
 - ii. Identified two proctors for the SN Superstore, a kindergarten parent and Mrs. Willett (art teacher).
- c. Continuous Improvement Work Plan (CIWP) (Given by KM1 and placed in shared Google drive)
 - i. 3 meetings have been held, February 27, March 5 and 11

- ii. Identified areas of critical need (including literacy for black students and root cause analysis (critical need priority areas literacy attainment for black students; overall literacy growth for all students; and sense of belonging in our community).
 - iii. Continuing to work on parent engagement.
 - d. Diverse Needs Committee (Given by SS)
 - i. Working on virtual “Acceptance Week”
 - ii. Co-hosted the executive functioning workshop
 - iii. New web site is being developed
 - iv. Interested in getting a Zoom account for social engagement
 - e. Principal Evaluation Committee
 - i. Asked Mr. Ortiz if there was an extension on deadline (yes, likely to be extended, possibly to August)
 - ii. Mr. Ortiz said we can work on the evaluation or table it until August or later. If the LSC continues, it can go into closed video session, but have two platforms or meetings so that it can stay closed.
 - iii. Interested in getting a Zoom account but have to look at privacy issues.

CS1 shared that the LSC candidate forum and elections are cancelled, due to the COVID-19 pandemic. Mr. Ortiz suggested that a sign be placed at the school to alert the public that the meetings and elections are cancelled. (KM1 said that an email and sign have been distributed/posted already.)

CS1 asked the LSC if they were willing to attend a weekly LSC virtual meeting. Everyone agreed to a weekly meeting. It was suggested that we make sure the teacher and staff representatives are able to attend.

11. Old Business
 - a. Table 2019 Principal Evaluation finalization
 - Approved—HH motion, 2nd CO, unanimously approved
12. Public Participation (2 minutes per person)
 - a. Public member suggested that future online LSC meetings be scheduled to accommodate parents who are now working from home and providing care to their children. CS1 indicated that the LSC would try to schedule the meetings around the start and end of a typical workday.
 - b. Public member asked if teachers are having the opportunity to share best practices with one another, what’s working for them? CO and KM1 said that teachers are experimenting and sharing what they are learning in weekly grade-level meetings. and sharing information in Google files with one another.

- c. HH reminded the LSC that there is a unity meeting tonight for LSC members across the city, hosted online by Raise Your Hand. HH indicated that she sent the invitation to all LSC members via email.
- d. HH asked if parents or committees could host Zoom events, such as workshops, with the students to help build community at this time. KM1 said that it would best for student safety if teachers were involved. Events for parents/guardians could be conducted online, but not with students.
- e. Public member asked if, after this crisis is over, will the LSC be able to conduct virtual meetings, rather than in-person meetings. CS1 said that we do have a dial-in option for every LSC meeting, but due to the Open Meetings Act, the LSC is not allowed to vote if they are not physically present. This rule has been lifted temporarily due to the COVID-19 pandemic. Mr. Ortiz said, in the future, that as long as the LSC has 7 members present in person, and it is on the agenda ahead of time, those members can then vote to have any members who are attending the meeting via phone or online be allowed to vote remotely. KM1 said that we probably need to change the bylaws to include that rule.

HH commended the teachers, staff, and administrators for their efforts during this unprecedented time and asked if there was a way the LSC can help them. KM1 said helping get communications out would be helpful. Having patience with everyone would be the most supportive thing, as they are all learning this new reality. CO said they could do a poll for the other teachers, to see what they need. KM2 said that if this goes on much longer, our needs may change, and we will reach out if we need anything.

13. New Business

Move the following “new” business to “old” business and revisit in future meetings

Approved—NH motion, 2nd CO, unanimously approved

- a. Playground Supervision: tabled
- b. Teaching Children to Report Issues: tabled

13. Adjournment

NH motions at 11:26 am

CO seconds

Motion passes with 11 yes, 0 no and 0 abstention

Meeting adjourned at 11:27 am