

**Skinner North LSC Meeting**  
**7/25/2017 at 8:30 a.m. in the School Library**  
***Official Minutes of LSC Meeting #14***

1. Call to Order
  - LSC President Nicolle Heller called the meeting to order at 8:36 a.m.
  
2. Establish Quorum
  - A quorum was established at 8:36 a.m. with the following members present:
    - LSC President Nicolle Heller (NH)
    - Katherine Magnuson (Principal) (Dr. M)
    - LSC Parent Representative Shannon Pokornik (SP)
    - LSC Parent Representative Gabrielle Sansonetti (GS)
    - LSC Parent Representative Connor Sullivan (CS)
    - LSC Parent Representative Mia Beckman (MB) arrived at 8:38 a.m.
    - LSC Community Representative Frances Zemans (FZ)
    - LSC Community Representative Judy Stevens (JS)
    - LSC Teacher Representative Johanna Jacobson (JJ)
    - LSC Non-Teaching Staffing Staff Ramiro Santillan (RS) arrived at 8:41 a.m.
  
  - The following members were absent:
    - LSC Secretary Holly Tomchey (HT)
    - LSC Teacher Representative Kelly Mulligan (KM)
  
3. Approval of the Agenda
  - Motion to approve made by (NH).
  - Seconded by (GS).
  - All members present voted in favor of the motion.
  
4. Public Participation
  - Four audience members present; no one signed in to address the LSC
  - (MB) arrived at 8:38 a.m.
  
5. Approval of Minutes for June 14 and July 5 meetings:
  - June 14, 2017 Minutes:
    - Motion to approve made by (NH)
    - Seconded by (GS)
    - All members present voted in favor of the motion.
  - July 5, 2017 Minutes
    - Typo noticed to change meeting number to #13
    - All members agreed to table the approval until the next meeting to establish a quorum of members that were present at the July 5<sup>th</sup> meeting
    - (RS) arrived at 8:41 a.m.

## 6. Old Business

- Members discussed the Open Meetings Act (OMA) and addressed discrepancies with the current bylaws
  - LSC members proposed amendment changes Article IX, Section 5 of the bylaws and add OMA language to assist future LSC members
  - LSC members proposed amendment changes to Article VII to include committee descriptions for SNUG and Wellness Committee
  - LSC members will send out the proposed amendment changes 7 days before the next LSC meeting

## 7. New Business

- Budget
  - Budget Check Writing limits of \$5,000
    - LSC members discussed the approval of check writing limits of \$5,000, which would allow administration to expedite the purchase of educational materials and other functional needs of the school
    - Motion to approve made by (NH)
    - Seconded by (JJ)
    - All members present voted in favor of the motion
  - Budget Transfer limits of \$5,000
    - LSC members discussed the approval of budget transfer limits of \$5,000, which would allow administration to expedite the purchase of educational materials and other functional needs of the school
    - Motion to approve made by (NH)
    - Seconded by (CS)
    - All members present voted in favor of the motion
  - 2017-2018 Student Fees
    - (Dr. M) advised that fees would be due in September and waivers for student fees will be available for families, if necessary
    - Student Fee amount is the same as the previous school year
    - LSC discussed the collection of the field trip fees at the beginning of the school year may be more convenient for some parents; field trip fees may alternatively be collected at the time of the field trip
    - (MB) suggested sending out a reminder to parents to pay the dues
    - Motion to approve made by (NH)
    - Seconded by (RS)
    - All members present voted in favor of the motion
  - 2017-2018 8<sup>th</sup> Grade Fees and Washington DC trip
    - (Dr. M) advised that the 8<sup>th</sup> grade fees are collected to in October to help purchase graduation caps, gowns, diploma covers, autograph books, t-shirts, decorations and the like at the end of the school year; (JJ) noted typo on total dollar amount, which will be corrected to \$50 on the handout

- (Dr. M) noted the Washington D.C. trip cost will vary depending on the number of attendees; Hemisphere Educational Travel Company will assist in organizing the trip and payments may be made in installments. Students will also seek out fundraising opportunities
- 8<sup>th</sup> Grade Luncheon; more information will be provided closer to the date; fees generally cover meal and rental of space
- Motion to approve made by (NH)
- Seconded by (JJ)
- All members present voted in favor of the motion
- 2017-2018 Budget Overview
  - (Dr. M) provided LSC members with a review of the budget; summary below
  - (Dr. M) and school clerk worked late on July 21, 2017 to balance the budget to zero in the system; however; the system that CPS principals use to allocate their budgets, Hyperion, experienced technical difficulties over the weekend and (Dr. M) discovered a remaining \$18, 838 in the account on the morning of July 24, 2017
  - (Dr. M) was pending a response from CPS at the time of the LSC meeting, and therefore, due to the quick deadline back to CPS, proposed Budget A and Budget B to the LSC Members while awaiting clarification from CPS:
    - Budget A (excluding the \$18,838)
      - Motion to approve made by (NH)
      - Seconded by (CS)
      - All members present voted in favor of the motion
    - Budget B (including the \$18,838)
      - Motion to approve made by (NH)
      - Seconded by (JJ)
      - All members present voted in favor of the motion
- Committee Meetings
  - Committee Chairs will email LSC Chair the proposed meeting dates and times
  - (GS) left the meeting at 9:47 a.m.

## 8. FoSN Funding Before Care

- (Dr. M) indicated FoSN agreed to cover the costs for morning before care (8:00-8:30 a.m.) for J at School
- Adjournment
  - Motion to adjourn made by (NH) at 10:02 a.m.
  - Seconded by (MB).
  - All members present voted in favor of the motion

# Skinner North Budget FY 2018

Presentation for LSC

## State-wide Budget

- **Springfield Developments**
  - Continued Unequal State Funding
  - Bipartisan State Budget Override
- **Next: Senate Bill 1**
  - Historic rewrite of state's education funding formula
  - 268 districts receive more per pupil than CPS
  - CPS receives about \$300M
  - Has bipartisan support in General Assembly

## District-wide Budgets

- Increase Student Based Budgeting (SBB) rate by 5% over FY17's starting base rate
- Midyear changes included teacher raises and school spending freezes
- District will continue to provide funding to cover cost of FY17 steps and lanes
- Additional considerations for schools in this budget:
  - Any cost increases from FY18 steps and lanes that aren't addressed by attrition
  - Reduced federal Title 1 and 2 money
  - Less SGSA carryover if it was depleted last year

## District-wide Budgets: Special Education Funding

- Overall Special Education funding **will remain flat** even as enrollment declines
  - Special education funds cannot be shifted to general education purposes - any remaining funds must be used for special education supports and services
  - Funds allocated to schools based on estimated staff needed to meet IEP needs - value of average position converted to dollars (\$100,000 for teachers and \$50,000 for SECA's)

## Skinner North Budget

Funds That We Can Budget		
Funding Source (Fund Number)	FY18 Budgeted Allocations	Change From FY17
SBB (115)	3,075,653	\$59,353
SGSA (225)	49,946	-6,688
SGSA Carryover (225)	60,909	\$8,194
Title II (353)	80,000	-22,000
<b>Total Funds</b>	<b>3,266,508</b>	<b>288,859</b>

## Continuous Improvement Work Plan (CIWP)

- Quality Teaching: Instruction
- Quality & Character of School Life: Culture for Learning
- Parent Partnership

## Allowable Fund Usage

### Student Based Budget- 115 \$3,075,653

- Teachers
- Assistant Principal
- Additional Clerks
- Educational Support Personnel
- Substitute Teachers
- Educational Programs
- Summer Clerks/Programmers
- Operational Supplies
- Special Education Positions (\$400,000 allocated specially for this)

### Supplemental State Aid (SGSA)- 225 \$110,856

- \*\*Funds cannot supplant 115 expenditures
- Salaries
  - Benefits
  - Supplies & Materials
    - Consumable supplies & books to supplement
    - Replacement of lost materials
  - Purchased services
    - Field trips
    - Conference fees
    - Consultants
    - Contracts for repair and maintenance of equipment, not building

## Allowable Fund Usage

### Title 2 - 353 \$800,000

- Supplemental funding to reduce class size
  - Teacher salaries
- Support creation and delivery of high quality professional development for teachers and school leaders
  - Substitute costs

### Additional Positions Funded Centrally (No cost to the school)

- Foundational (principal, counselor, clerk)
- 1 Security officer (210)
- 2 Lunchroom staff

## SBB Funds - 115

Total:  
\$3,075,653

### Staffing

- 34 positions (5 of these are Classical)
- Includes salary/benefits for positions
- Lost 1 Diverse Learner teacher position
- Added:
  - Teacher for 2nd -7th grade
  - 7th-8th grade .5 for S.S & math intervention
  - Anticipated position for DL teacher (waiting on appeal)

### Budget Lines

- Instructional Materials (math)
- Commodities-Supplies (math, science)
- Software Licenses (science, reading)
- Seminar Fees
- Services

### Buckets

- Security
- Professional Development extended hours
- Substitute Coverage
- Technology stipend
- Extended day office hours

## SGSA - 225

Total:  
\$110,856

### Buckets

- Instructional Materials (non-digital)
- Property-Equipment
- Services: Non-technical/Laborer (J@School Lunch/Recess)
- Services-Repair Contracts

## Title 2 - 353

Total:  
\$80,000

### Staffing

- 1 position
- Includes salary/benefits

### Budget Lines

- Miscellaneous Charges

## Hyperion Issues

- Hyperion is the system that CPS principals use to allocate funds for budget
- This budget season the system has Hyperion has had ongoing issues
- Friday night, Gloria and I zeroed out, so all funds were allocated. However, on Monday, it showed we had +\$18,838 in classical funds. Currently, waiting on CPS to clarify.
- If we do have those funds, I propose:
  - Security officer bucket for AM coverage - \$13,838
  - Professional Development Services for Diversity Training (faculty and parents) - \$5,000

Questions?