

Skinner North LSC Meeting
9/13/2017 at 8:30 a.m. in the School Library
Official Minutes of LSC Meeting

1. Call to Order
 - a. LSC President Nicolle Heller (NH) called the meeting to order at 8:32 a.m.

2. Establish Quorum
 - a. A quorum was established at 8:34 a.m. with the following members present:
 - LSC President Nicolle Heller (NH)
 - LSC Vice President Shannon Pokornik (SP)
 - LSC Secretary Holly Tomchey (HT)
 - Katherine Magnuson (Principal) (P.KM)
 - LSC Parent Representative Gabrielle Sansonetti (GS)
 - LSC Parent Representative Mia Beckman (MB)
 - LSC Teacher Representative Kelly Mulligan (KM)
 - LSC Parent Representative Connor Sullivan (CS)
 - LSC Community Representative Frances Zemans (FZ)
 - LSC Teacher Representative Johanna Jacobson (JJ)
 - LSC Non-Teaching Staff Representative Ramiro Santillan (RS)- arrived at 9:08 a.m.

 - b. The following members were not present:
 - LSC Community Representative Judy Stevens (JS)

3. Approval of the Agenda, as amended by changing 9(a) to reflect the correct date of July 5, 2017.
 - a. Motion to approve made by NH.
 - b. Seconded by CS.
 - c. All members present voted in favor of the motion.

4. Public Participation
 - None.

5. Approval of Minutes for July 25, 2017 LSC Meeting
 - a. Approval of Open Meeting Minutes
 - i. Motion to approve made by NH.
 - ii. Seconded by JJ.
 - iii. All members present voted in favor of the motion, except HLT and KM who abstained.

6. LSC- Chairperson Report presented by NH.
 - a. Last night's event went well.
 - b. FOSN has hit the ground running—new parents' event was a success.

7. Principal Report. Written report submitted by P.KM.
 - Competency A: Champions teacher and staff excellence through a focus on continuous improvement to develop and achieve the vision of high expectations for all students

- Initial Instructional Leadership Team (ILT) meeting held at the beginning of August: this year will focus on *What evidence do you see that teachers use a variety of concepts to support all students?*
- NWEA testing began this week. Data will help support differentiated instruction and classroom groupings.
- Grade level meetings started last week: monthly cycles will focus on 1) Social Emotional Learning, 2) Peer Observation, 3) Reflection, and 4) Multi-Tiered Systems of Support.
- Worked with central office, our Network, Ms. Jacobson and Ms. Spicer to appeal for a special education teacher. Appeal was approved.
- Created year-long sequence of professional learning.
- Master schedule allows all grade level teachers to have shared preparation periods to plan collaboratively.
- Bus drill will be held Thursday.
- Worked with FoSN to install a new continuous surface on the playground.
- Working with facilities to resurface the north and west lots.
- Meeting with students to create our school-wide social contract later today.
- Worked with facilities to insure the building was cleaned and ready for students to attend.
- Created an updated school safety plan and worked with another principal to secure evacuation site in case of emergency.
- Teacher Handbook includes expectation around grade entry and mission/vision.
- Competency B: Creates powerful professional learning systems to guarantee learning for all students
 - REACH observations of teachers will begin October 2.
 - 1 on 1 meetings with teachers are occurring. At the meetings, we discuss the teacher's goals for the year and ways Ms. Spicer and I can support them.
 - MTSS team is working on identifying students in need of extra supports and now scheduling time to support the students. They will be implementing supports in the next couple of weeks.
 - Providing feedback on teacher unit plans.
 - NWEA testing has begun for students.
 - Fully staffed at the beginning of the year. Teachers and other staff participated in interviews of candidates.
 - Each member of ILT leads one of our Professional Learning Communities and is responsible for helping develop the professional learning scope and sequence for his/her team. All staff participate in 2 or more PLCs or Committees (Math, Science, Literacy, Social-Emotional Learning, MTSS, Social and Technology)
 - Week 0 professional learning topics for teachers included data deep dive, teambuilding, social contract, new staff orientation, Responsive Classroom for new staff, Morning meeting/advisory planning, team unit planning, MTSS, REACH, PLCs, Diverse Learner strategies, logical consequences, SEL@ Skinner North, School-wide behavior plan, recess planning with J@School, ThinkCerca and Cultural Diversity Training by Single Story, INC.
 - Added ThinkCerca to the curriculum for upper grades and an ELA tool with differentiated supports for students.
- Competency C: Builds a culture focused on college and career readiness
 - Hosted Kindergarten Round Up the week before school started
 - 4 staff members participated in summer Advisory planning workshop and presented at Week 0 PD
 - All classrooms have goal setting the first weeks of school.
 - Ms. Jacobson presented SEL at Skinner North at week 0 PD

- Ms. Kearns did training for new staff around Responsive Classroom
- Skinner North Superstore (SNUG), is up and running.
- 7th Grade schedule allows for more interaction and freedom for students
- Working with students to create School-wide Social Contract
- Implementing BAG reports this year for upper grade students. They will track their grades and attendance every 2-4 weeks.
- Competency D: Empowers and motivates families and the community to become engaged
 - Monthly newsletter sent out to inform parents of special events and important information.
 - Hosted Back to School Night yesterday, where teachers shared expectations in classrooms and ways parents can be engaged.
 - Worked with FoSN to host Back to School Parent Coffee on the first day of school
 - Worked with FoSN to have our playground resurfaced
 - Meet with CPS Math Department representative and spoke with three high school principals about math offerings to determine what our options are for middle school in the future.
 - Worked with Office of Diverse Learner Supports to ensure we had all support staff vacancies filled. (2 weeks before the start of school, they had not filled 3 vacancies). Started the year fully staffed.
 - Working with facilities to resurface the parking lots (north and west)
 - Stanton Park Playground is running behind schedule due to water line issues. Currently, being told they are 3 weeks behind initial Sept. 10 end date.
 - Working with CPD on the car break in issue. (Please be aware of your surroundings and take all valuables with you when you leave your car.)
 - Met with Multi-Disciplinary Allergy Team to review our school plan.
- Competency E: Relentlessly pursues self-disciplined thinking and action
 - Embedding Diversity Training throughout the year to help support communication and understanding of varied viewpoints. Teachers and administration are active participants
 - All classrooms have a morning meeting or advisory built into their schedules. These are times to build community and for students to learn more about one another.
 - Mrs. Spicer and I have been working together to insure we have clear plans for my upcoming leave.
 - Staff was informed of FERPA and privacy laws.
 - Meeting regularly with principal mentor.
 - Participated in various professional learning opportunities this summer including REACH recertification (teacher practice and growth), legal and other district wide requirements.

8. Committee Reports

- a. Principal Hiring/Retention/Evaluation Committee. None.
- b. CIWP Committee presented by KM. Developing timeline for creation of new CIWP.
- c. Skinner North Upper Grades (SNUG) Committee presented by GS.
 - i. RS arrived at 9:08 A.M.
 - ii. Skinner North Superstore: middle school students are running the business- 2 co-chairs in HR, Finance, Sales, Marketing, Product Development. They are running the business from soup to nuts and learning lots.
 - iii. October 17, 2017- selective enrollment Academic Center and HS forum.
 - iv. DC Trip: profits from Super Store will go to DC trip; morning coffee, movie night, art post cards, bowling off site after school, dance party off site, babysitting for in school events (donation only), Portillo's restaurant night- these are events for which they are asking permission from FOSN to do Fundraising.
 - v. Looking for an 8th Grade Parent to work on graduation.

vi. 2 field trips: Indiana Dunes and Springfield are on hold.

d. Wellness Committee presented by (SP).

i. Next meeting is a 3:30 in parent room on 9.30.2017.

ii. Helping support the walk-a-thon.

iii. Social Explorers—open to grades 2-4, there are 11 kids enrolled (at capacity).

9. Old Business

a. Approval of Minutes of 7.5.2017 meeting.

i. Motion to approve made by NH.

ii. Seconded by RM.

iii. All members present voted in favor of the motion, except HLT, JJ, CS, and FZ.

b. Bylaws

i. Discussion of amendments/edits to the bylaws- targeting November meeting to approve new minutes with revised minutes to be published at least 7 days prior to the voting meeting.

c. Budget transfers and approvals

i. Transfer \$137,807.14 as set forth below

1. 25,000.00 (for recess support) from account 54105 to 54125

Motion to approve made by NH; Seconded by MB; All members present voted in favor of the motion

2. 25,000.00 (for computer/tech equip) from account 54105 to 55005

Motion to approve made by NH; Seconded by KM; All members present voted in favor of the motion

3. 7,524.94 (for negatives/future adjustments/position needs) from account 51300 to 51330

Motion to approve made by NH; Seconded by MB; All members present voted in favor of the motion

4. 15,000 (for prof svcs before school and recess) from account 51300 to 54125

Motion to approve made by NH; Seconded by MB; All members present voted in favor of the motion

5. 8,000 (for new tutor bucket) from account 51300 to 51320

Motion to approve made by NH; Seconded by GS; All members present voted in favor of the motion

6. 35,000 (for before school and recess external organization support) from account 51300 to 54125

Motion to approve made by NH; Seconded by KM; All members present voted in favor of the motion

7. 70,475.00 (for salary for special ed teacher) from account 57940 to 51300

Motion to approve made by NH; Seconded by JJ; All members present voted in favor of the motion

8. 24,835.00 (for benefits for special ed teacher) from account 57940 to 51330

Motion to approve made by NH; Seconded by JJ; All members present voted in favor of the motion

10. Public Participation.

a. Suggestion to improve traffic flow at drop off and pick up.

b. Suggestion to repair speed bumps- Walter Burnett.

c. Suggestion for holiday family dinner at banquet hall.

11. New Business.

- a. Appeal for special education position was approved
 - i. Motion to approve proposal for use of special education funds when received made by HT.
 - ii. Seconded by MB.
 - iii. All members present voted in favor of the motion.
- b. FOSN request to approve specific fundraising activities
 - i. Motion to approve request for 10.27.2017 walk-a-thon made by NH; Seconded by CS; All members present voted in favor of the motion.
 - ii. CS left at 9:54 a.m.
- c. Motion to approve the 8th Grade Fundraising Committee request to approve specific fundraising activities by NH; seconded by JJ; all members present voted in favor of the motion.
 - i. morning coffee (continuous; approximately 10 times)
 - ii. movie night (12.14.2017)
 - iii. bowling party off site after school
 - iv. dance party off site
 - v. babysitting service for in school events (donation only) as needed
 - vi. 2 restaurant's nights- Portillo's restaurant night (9.14.2017) is the first one.

12. Adjournment

- a. Motion to adjourn made by NH at 9:58 a.m.
- b. Seconded by GS.
- c. All members present voted in favor of the motion.