

# Newberry Academy of Math and Science

Local School Council

## Meeting Minutes

Meeting Date:	20 October 2014	Attendees:	Edward Collins, Assistant Principal Pat Cullen, Community Rep Linda Foley, Principal Josh Greenberg, Teacher Rep Kathleen Haggerty, Community Rep Gladys Hansen-Guerra, Parent Rep Kara Kosloskus, Parent Michelle McGruder, Parent Chris McGuire, Parent Rep Jessica Ramirez, Parent Cherise Rivers, Parent Rep Miriam Rodriguez-Ruiz, Teacher Rep Mark Walsh, Parent Rep
Next Meeting Date:	17 November 2014		

Item No.	Description
2013-09-16.07	<p>LSC Training CPS is planning to renew their interest in LSC training and intends to audit LSCs (especially of high-performing schools) within the next 2 years to check compliance. Gladys Hansen-Guerra will share the training calendar with new LSC members in hard copy and electronically. 28 October 28, 2013 – Kara Kosloskus stated that the training is now available online, except for the Budget module. Kara asked if Gladys could send out a schedule for upcoming training for the Budget module. 18 November 2013 – Budget module will be online in January. 16 December 2013 – The budget module still isn't online, so CPS has scheduled in-person sessions. The new anticipated roll-out is in February. 24 March 2014 – Gladys Hansen-Guerra was at LSC Relations today and was informed that all training is on hold until after upcoming LSC elections. She was also told that the budget module will be online in May. 15 September 2014 – All modules are online except for the budget module. Gladys will contact CPS to find out when that module will be online. <b>20 October 2014 – Gladys Hansen-Guerra reported that the budget module is now online. She will send the link out to the LSC members who need to complete training.</b></p>
2014-10-20.01	<p><b>The meeting convened at 6:35.</b></p>

2014-10-20.02	<p>Mr. Kiljoong Kim presented the CPS elementary school model of assessment measurement. He explained the 2 aspects of the NWEA measurement: attainment (where the students were last spring); and growth.</p> <p>Attainment: He noted that these measures are recorded separately for 2<sup>nd</sup> grade. Grades 3-8 are measured separately. The rationale behind this method is that student achievement at the end of 2<sup>nd</sup> grade is a reliable predictor of college attendance.</p> <p>Growth: He noted that ‘summer learning loss’ is included in the growth measurement. Growth is not measured for 2<sup>nd</sup> grade. Priority Groups are measured separately; the priority groups are: African American students; Hispanic students; English Language Learners; and Diverse Learners. This measure is only used if a school has at least 30 students in each priority group. NWEA measures growth based on projections that they have determined from their national data set. The last sample size for determining projections was approximately 5.8 million students.</p> <p>He noted that attendance counts for 20% of the assessment of the school. He noted that this heavy weight is based on studies of attendance importance from The University of Chicago.</p> <p>Data Quality Index is a measure of how well the school gathers and keeps track of student data like: emergency contact information; phone numbers; addresses.</p> <p>5 Essentials Survey (which is statewide and taken by teachers and 6-8 grade students) is worth 10% of the assessment. This survey has been developed by The University of Chicago.</p> <p>He noted that the data from this assessment has not yet been released by CPS Central Office.</p> <p>If a school achieves 5 points (90<sup>th</sup> percentile) in both math and reading attainment, it will achieve Tier 1 status automatically without the other assessment criteria.</p> <p>Gladys Hansen-Guerra asked if the assessment took into account college-readiness preparation that a school instills in their students. Mr. Kim stated that this is not included in the assessment.</p> <p>He noted that Newberry’s assessment for all categories of attainment and growth yielded either 4 or 5 points. He believes that Newberry has a good chance of maintaining Tier 1 status. He noted that some schools that were Tier 1 in previous years will not attain that level this year because of the new assessment system.</p> <p>Mr. Kim stated that NWEA predicts that students are college-ready if they score in the 70<sup>th</sup> percentile in reading and the 72<sup>nd</sup> percentile in math</p> <p>He noted that last year’s 3<sup>rd</sup> grade college-ready students displayed a large gap in vocabulary and geometry from the non-college-ready students. He has done this kind of assessment for each grade level and has reviewed the information with Linda Foley and Edward Collins.</p> <p>NWEA is intentionally going to be phased out in the future in favor of the PARCC assessment.</p> <p>Josh Greenberg asked if the PARCC results will be available to teachers quickly like the NWEA results are now. Mr. Kim indicated that some of the information will likely be available readily, but the more extended-response test results may not.</p>
2014-10-20.03	<p>The LSC reviewed the minutes from the September meeting.</p> <p>Linda Foley moved to approve the September meeting minutes, Chris McGuire seconded and the motion was approved unanimously.</p>
2014-10-20.04	<p>Principal’s Report:</p> <p>Linda Foley publicly thanked Edward Collins for his leadership in running the school while she was away for her son’s surgery.</p>
2014-10-20.04a.	<p>School Leadership</p> <p>17 September – Open House</p> <p>Ongoing September and October – Communication with eBiz Universe on website transition, design, content and progress.</p> <p>1 &amp; 6 October – Visit to Newberry Chief Ernesto Matias</p> <p>1 October – Principal-directed grade level meetings led by Jamie Reis</p> <p>1 October – After-school meeting led by AP Edward Collins with key schools staff members to discuss protocols during Principal Foley’s absence</p> <p>2 October – Meeting with Aramark site supervisor, Rosalin Brown, to review morning duties for custodial staff</p> <p>8 October – Network 4 ISL Liza Campbell spent the day at Newberry to assist with daily management and participate in the ILT meeting</p> <p>15 October – Welcomed new Special Education teacher (Diane Biegert) to staff. Began on-site training with Miriam Rodriguez-Ruiz (Case Manager)</p> <p>16 October – Nicole Corbiere (Counselor) hosted the annual High School Fair at Newberry</p> <p>16 October – Collaborated with Amanda Radcliff (pre-school teacher) to interview for teacher assistant position</p>

2014-10-20.04b.	<p><b>Instructional Leadership</b></p> <p>15 September – Meeting with Jamie Reis (Literacy Coach) to review objectives for upcoming principal-directed prep meetings and the structure of the literacy block</p> <p>16 September – Edward Collins visited Nightingale Elementary School to meet with their Data Strategist and observe their ILT meeting. The goal is to make this year’s ILT meetings less issues-driven and more data-driven.</p> <p>24 September and 8 October – ILT meeting, review of MAP reading data in Intermediate and Upper Grades</p>
2014-10-20.04c.	<p><b>Student Centered Learning Climate</b></p> <p>15 September – Teachers began administering beginning-of-year assessments to students</p> <p>22 September – Meeting with Kiljoong Kim (Network 4 Data Strategist) to review NWEA, PARCC and other 2014-2015 assessment requirements</p> <p>1 October – Dgedu Day, Dgedu software and usage of Chromebooks is launched in middle school</p> <p>3 October – Nicole Corbiere (Counselor) distribution of Anti-Bullying Month information to teachers</p> <p>9 October – Worked with Case Manager (Miriam Rodriguez-Ruiz) to arrange Special Education interview for the open position. Interviewed and offered to candidate on 10 October and are awaiting position number from Central Office</p> <p>Ongoing in October – Began informal observations in classrooms</p> <p>16 October – Nicole Corbiere (Counselor) at NAEP (National Assessment of Educational Progress) test administration training. Newberry has been chosen to provide ‘snapshot’ information on educational progress for 4th grade.</p>
2014-10-20.04d.	<p><b>Professional Development and Human Resources Management</b></p> <p>17 and 24 September &amp; 8 and 15 October – Grade level meetings with Jamie Reis and Edward Collins and literacy work with Stacy Zendel (Literacy Consultant and Coach)</p> <p>29 September – Meeting with Literacy Coach (Jamie Reis) to prepare for upcoming teacher flex day</p> <p>1 October – After-school Flex Day – Jamie Reis (Literacy Coach) and Andrea Bonanno (teacher) presented reading data to staff and teachers worked within grade levels to form student instructional groupings</p> <p>2 October – Nicole Corbiere (Counselor) at CHAMPS training</p> <p>8 October – Nicole Corbiere (Counselor) at Anger Coping workshop</p> <p>10 October – Jamie Reis in attendance at Bilingual meeting at Palmer Elementary School</p> <p>15 October – Teacher Flex Day accomplished through grade band meetings</p>
2014-10-20.04e.	<p><b>Parent Involvement and Community Partnerships</b></p> <p>17 September – Communication between CPD and school identifying Burling Street as an area of congestion during dismissal. Sent an e-mail blast to families reminding them of dismissal procedures for Burling Street</p> <p>30 September – BAC meeting hosted by Jamie Reis, attended by several parents</p> <p>30 September – Communication by School Counselor (Nicole Corbiere) with parent volunteers to assist with Bobcat Buck Store</p> <p>1 October – School tour for prospective families led by parent representatives Lydia Murray and Corrin Pitluck</p> <p>3 October – Literacy Coach (Jamie Reis) at BAC network meeting with parent representatives from the committee</p> <p>17 October – Annual Fall Fest activities in K-3 and led by parent volunteers. Reports are that it was a rousing success.</p>

2014-10-20.04f.	<p><b>School Management and Daily Operations</b>  Linda Foley reported that ongoing issues with Aramark continue but that they now seem focused more on the small details rather than larger issues as in the past. She and Edward Collins will continue to work to improve the situation.</p> <p>15 September – Addressed ongoing plumbing issues in student restrooms with the engineer  15 September – E-mail to Aramark and CPS following up on the 11 September meeting; the purpose of the e-mail to identify roles between custodial staff and engineer  16 September and 6 October – Weekly check-in with Officer Bates  17 September – Four Chromebook carts were delivered to the school and stocked by Tech. Coordinator (Eddie Rivera)  24 September – Continued communication to CPS Telecommunications to have standard phone installed in room 114B  24 September – Meeting with Kevin O’Connell to review areas of the building in need of maintenance  24 September – Facility tour for representatives with from Steve &amp; Kate’s Camp for future summer usage  30 September – Meeting with representatives from ITS (Mr. Molina) regarding the ongoing wireless upgrades to the building as a result of increased technology equipment. Wireless upgrades to routers through October. Follow-up phone conversation on 2 October with Maria Guerrero (ITS Manager) to review timeline for the wireless upgrades to the school  7 and 16 October – Aramark supervisors visit to Newberry to survey square footage of the building  8 October – Morning check-in with Kevin O’Connell to review areas of need in the building  14 October – Communication with Aramark supervisor (Rosalin Brown) articulating the need for ongoing cleanliness in all restrooms  15 October – Requested a quote to build a stock of replacement lamps for Smartboards  16 October – Received communication from Aramark regarding work schedules for Newberry custodial staff  17 October – Smartboard installed in Room 207  17 October – Communication with the St. Vincent DePaul Center to re-arrange their after-school bus to pick-up to minimize the amount of time Orchard Street is closed</p>
2014-10-20.04g.	<p><b>Interpersonal Effectiveness</b>  17 September – Meeting with Mr. Guerrero (Engineer’s Union President) to discuss the need for clarification between Engineer and custodial duties. Discussed the difficulties in having an engineer on a part-time basis and provided a tour of the school to show him areas of the facility that are in need of attention  22 September – New parent worker (Nora Del Toral) began work at Newberry. Facilitated her training with the School Clerk (Wendy Cavanaugh)  25 September – Meeting with Aramark lunchroom supervisor (Joe Mendoza) to review the impact of the loss of part-time lunchroom staff position. Linda Foley reminded the LSC that we had previously approved the use of parent helpers in the lunchroom. She has been approached by 2 parents who are looking for ways to help the school. Linda Foley and Edward Collins will begin training for these parents to try to improve the situation</p>
2014-10-20.05	<p><b>Standing Subcommittees</b></p>
2014-10-20.05a.	<p><b>Budget</b></p> <ul style="list-style-type: none"> <li>• Linda Foley distributed the 225 Fund (State Chapter 1) Summary. She noted that there is a deficit in the personnel line and that Wendy Cavanaugh is working to rectify this issue.</li> <li>• Linda Foley distributed that revised SGSA per-student funding, which was increased by \$9,563 over last year. She noted that this money has not been added to Newberry’s budget as of 20 October.</li> <li>• Linda Foley distributed the Internal Accounts Reconciliation Reports for August and September.</li> <li>• Linda Foley distributed a letter (which will be posted publicly) explaining how student fees will be used for the 2014-2015 school year. The funds will be used to fund science curriculum development (30%) and for technology enhancement (70%). Some of this money has been used to purchase Mavis Beacon. Linda Foley sent out a reminder to teachers this week to begin using that software.</li> </ul>
2014-10-20.05b.	<p><b>Buildings and Grounds</b></p> <ul style="list-style-type: none"> <li>• No report from Kevin O’Connell</li> <li>• The only buildings and grounds issues to report are related to Aramark and the troubles associated with having a part-time building engineer.</li> </ul>

2014-10-20.05c.	<b>Friends of Newberry</b> <ul style="list-style-type: none"> <li>• Poptober will finish on 31 October</li> <li>• The Comedy Benefit is coming on 6 November. FON is still soliciting local businesses for ads in the program.</li> </ul>
2014-10-20.05d.	<b>Personnel Advisory</b> <ul style="list-style-type: none"> <li>• There is a new Special Education teacher and a new parent worker.</li> <li>• Miriam Rodriguez-Ruiz is awaiting a position number from CPS for another Special Education teacher.</li> </ul>
2014-10-20.05e.	<b>Communication and Technology</b> <ul style="list-style-type: none"> <li>• Edward Collins presented the website development. To date, the site is approximately 80% complete. He does not have a completion date, but is hoping that the site is done in 2-3 weeks.</li> </ul>
2014-10-20.05f.	<b>PPLC</b> <ul style="list-style-type: none"> <li>• PPLC met on 20 October</li> <li>• Got approval to use Special Education funding from CPS for Special Education teachers to produce IEPs.</li> <li>• Discussion among teachers on the administration direction on grammar instruction. Administration has been insistent on teaching grammar as a separate subject rather than strictly embedded in writing. There has been some resistance to this from some teachers.</li> </ul>
2014-10-20.05g.	<b>Principal Evaluation</b> <ul style="list-style-type: none"> <li>• No Report</li> </ul>
2014-10-20.05h.	<b>Bilingual Advisory Committee (BAC)</b> <ul style="list-style-type: none"> <li>• Jamie Reis held a BAC meeting that was attended by several parents</li> </ul>
2014-10-20.05i.	<b>Least Restrictive Environment (LRE)</b> <ul style="list-style-type: none"> <li>• Newberry has been approved for a new Special Education teacher and a new paraprofessional to complete IEPs.</li> </ul>
2014-10-20.05j.	<b>Student Achievement</b> <ul style="list-style-type: none"> <li>• No Report</li> </ul>
2014-10-20.06	Linda Foley moved to close the October meeting and adjourn. Jasmine Alexander seconded and the motion passed unanimously. The meeting adjourned at 8:55 p.m.

The foregoing constitutes our understanding of matters discussed and conclusions reached. Other participants are requested to review these items and advise the originator in writing of any errors or omissions.