

Newberry Academy of Math and Science

Local School Council

Meeting Minutes

Meeting Date:	11 January 2016	Attendees:	Wendy Cavanaugh, Staff Edward Collins, Assistant Principal Pat Cullen, Community Rep Josh Greenberg, Teacher Rep Kathleen Haggerty, Community Rep Gladys Hansen-Guerra, Parent Rep Linda Foley, Principal Tim Kramer, Parent Paul Merley, Right at School Chris McGuire, Parent Rep Lydia Murray, Parent Rep Miriam Rodriguez-Ruiz, Teacher Rep Mark Walsh, Parent Rep
Next Meeting Date:	8 February 2016		

Item No.	Description
2013-09-16.07	<p>LSC Training</p> <p>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.</p> <p>Gladys Hansen-Guerra will share the training calendar with new LSC members in hard copy and electronically.</p> <p>28 October 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.</p> <p>18 November 2013 – Budget module will be online in January.</p> <p>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.</p> <p>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.</p> <p>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.</p> <p>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.</p> <p>20 January 2015 – Gladys Hansen-Guerra sent out the training calendar and stated that she believed that all modules were available online. Chris McGuire stated that the Principal Evaluation module is not online.</p> <p>16 March 2015 – Gladys Hansen Guerra heard that LSC members who have done the training in the past 3 years only have to take the new modules. She will try to confirm tomorrow.</p> <p>20 April 2015 – Lydia Murray confirmed that the deadline for completing training is 30 April 2015.</p> <p>21 September 2015 – Gladys Hansen-Guerra said that the budget module is still not online. She has been talking with LSC Relations to see if Newberry can be used as a training site.</p> <p>19 October 2015 – Ed Collins distributed a training calendar. Gladys Hansen-Guerra noted that Module 5, Principal Evaluation is only available in person. This module is not available online.</p> <p>14 December 2015 – No report</p> <p>11 January 2016 – Gladys Hansen-Guerra will distribute the current calendar and link to the online training. Tim Kramer reported that the Principal Evaluation module is available online.</p>
2016-01-11.01	The meeting convened at 6:42.
2016-01-11.02	The LSC reviewed the minutes from the December meeting. Linda Foley moved to approve the December meeting minutes, Tim Kramer seconded and the motion was approved unanimously.
2016-01-11.03	Principal's Report: Linda Foley distributed a written report that covered late December 2015 through early January 2016. The report is attached to these minutes and additional items are highlighted below.

2016-01-11.03a.	<p>School Leadership Linda Foley is still not satisfied with the custodial services nor with the response to complaints from Leslie Norgren. Scheduling of substitutes remain a major issue. Rachel Kane is Newberry's new Aramark Rep, but she has not really addressed the major issues of cleanliness and consistency of staffing. Anthony, the building engineer, is again being shared with Alcott and this compounds the issue. CPS has said that sharing the engineer is not a permanent situation and that Alcott will be getting their own engineer. Lydia Murray will respond to Leslie Norgren to express the displeasure of the school and the LSC, specifically as it relates to coverage of custodian absences.</p>
2016-01-11.03b.	<p>Instructional Leadership No additional comments</p>
2016-01-11.03c.	<p>Student Centered Learning Climate The students who went to Whitney Young to watch SelectED were complimented by Dr. Kenner, the Whitney Young principal for their excellent behavior.</p>
2016-01-11.03d.	<p>Professional Development and Human Resources Management Lydia Murray asked if there was any data on how the new math teaching system is working. Linda Foley said that no data has been collected, but she plans to try to assess the system in 2016. Linda Foley and Ed Collins are actively looking to fill the absences left by several teachers who will be taking maternity leave in the near future. No candidates have been selected yet.</p>
2016-01-11.03e.	<p>Parent Involvement and Community Partnerships No additional comments</p>
2016-01-11.03f.	<p>School Management and Daily Operations No additional comments</p>
2016-01-11.03g.	<p>Interpersonal Effectiveness Erica Tyson will be coming to the school in March for professional development training.</p>
2016-01-11.03h.	<p>Linda Foley is working on getting special signs posted on the Burling side of the building to allow staff parking.</p>
2016-01-11.03i.	<p>Linda Foley received a message from Resource Management at CPS stating that Newberry had been erroneously granted 3 additional aides while only 2 aides were granted. CPS has said that Newberry has to pay for the additional position because if we do not have that person, there will be underserved students. Linda Foley has appealed this decision and expects it to be approved. CPS has verbally indicated that if the appeal is granted, money spent by the school will be reimbursed.</p>
2016-01-11.03j.	<p>Lydia Murry asked for an update on the discipline issues discussed in December. The 2 students at issue are still at Newberry and have behavior plans in place and response plans in place for staff. There have been no additional incidents since the last report and the students' behavior has shown improvement.</p>
2016-01-11.04	<p>Standing Subcommittees</p>
2016-01-11.04a.	<p>Budget</p> <ul style="list-style-type: none"> • Wendy Cavanaugh said that the bank statements were not online today or yesterday, so she could not balance the accounts and creates reports for distribution. • Linda confirmed that no definitive information has been communicated from CPS about the possible budget crisis coming in February. All CPS has said that is that they will send teams into schools to assist. • Linda asked the LSC to approve the expenditure of \$9431.93 for the benefits for an additional SECA position. Linda asked for a motion to transfer the funds from a miscellaneous line to a benefit pointer line. Lydia Murray motioned to approve the transfer. Wendy Cavanaugh seconded and the motion was approved unanimously. • Linda is planning to use the Title 1 funds for adult parenting resource reading material, supplies and beverages to bolster attendance at the Parental Advisory Committee. Linda asked for a motion to spend the \$2796 in the Title 1 for this purpose. Mark Walsh moved to approve the expenditure. Chris McGuire seconded and the motion passed unanimously.
2016-01-11.04b.	<p>Buildings and Grounds</p> <ul style="list-style-type: none"> • Aramark sent an e-mail stating that they have a plan for snow removal.
2016-01-11.04c.	<p>Friends of Newberry/PTO</p> <ul style="list-style-type: none"> • No Report

2016-01-11.04d.	Personnel Advisory <ul style="list-style-type: none"> • There are 2 maternity leaves coming soon. The search for teachers to fill these positions is underway. • There are 3 SECA positions and a Special Education teacher to hire. • Linda and Ed are working on filling these positions.
2016-01-11.04e.	Communication and Technology <ul style="list-style-type: none"> • No report
2016-01-11.04f.	PPLC <ul style="list-style-type: none"> • PPLC met in December and has a group of members from all grade bands. • PPLC reviewed teacher concerns about curriculum and some of the overstock that Newberry has in the science department. The group has reached out to other schools to take the overstock. • PPLC talked about designating teacher representatives, other than Josh Greenberg and Miriam Rodriguez-Ruiz, to attend the LSC meetings. • Teachers recommended some alternate strategies to deal with days when there are numerous teacher absences and substitutes aren't available. The suggested strategy is to distribute the students in the class without a teacher to other classrooms.
2016-01-11.04g.	Principal Evaluation <ul style="list-style-type: none"> • No report
2016-01-11.04h.	Bilingual Advisory Committee (BAC) <ul style="list-style-type: none"> • Access testing is starting to gear up and will be coming sometime soon. • BAC teachers have a number of training modules to take, that are ongoing.
2016-01-11.04i.	Least Restrictive Environment (LRE) <ul style="list-style-type: none"> • No report
2016-01-11.05	Miriam Rodriguez-Ruiz moved to close the January meeting and adjourn. Kathleen Haggerty seconded and the motion passed unanimously. The meeting adjourned at 7:35 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.

Principal's Report

January 2016

School Leadership

- December 15th: Email to Leslie Norgren regarding need for trained substitute custodial coverage

Instructional Leadership-Improving Teaching and Learning

- Ongoing: REACH formal observation process

Student Centered Learning Climate

- December 15th: Student-to-student Science Fair judging, followed by evening presentations
- January 11th: Grades 6 & 7 field trip to Whitney Young to learn about the selective enrollment process

Professional Development and Human Resources Management

- January 6th, 12th, 13th & 14th: Math-based Principal-Directed Prep meetings led by Elizabeth Sellke, Kyle Radcliff & Amy Clancy

Parent Involvement and Community Partnerships

- December 15th: Title 1 Parent Advisory Committee (PAC) meeting
- January 11th: Robo-call to Title 1 Targeted Assistance families inviting them to tomorrow's PAC meeting

School Management and Daily Operations

- December 14th & 15th: Anthony DeBartolo checked and repaired door locks in preparation for Lockdown Drill.
- December 16th: Lockdown Drill conducted alongside CPD
- Ongoing: Wednesday meetings with Aramark site supervisor, Rachel Kane (each Wednesday @ 2:30pm)

Interpersonal Effectiveness

- January 7th & 8th: Discussed TLIM progress with Donovan Sanchez and scheduled coaching opportunities with Erica Tyson for March 2016

Projecting ahead:

- Meeting with Alderman Smith
- January 13th & 14th: Principal-Directed Preps focused on Math
- January 27th: Continuous Improvement Works Plan training
- February 5th: School Improvement Day
- Approve Title 1 budget