

**Minutes for Stephen K. Hayt Elementary School
Meeting of the Local School Council
Wednesday, January 29, 2020 at 5:30 p.m., Library**

1. Call to Order

The meeting was called to order at 5:35 p.m.

2. Roll Call

In attendance:

1. Lori Garcia
2. Daniel Gomez
3. Patricia Meaghr
4. Mariam Pera
5. Mark Smirl
6. Art Arfa
7. Emma Healey

Absent:

1. Amparo Guerrero
2. Armand Esai
3. Tomas Romano
4. Amparo Guerrero

3. Approval of Agenda

- Mr. Gomez asked to strike #6 LSC Parent Vacancy, #9 ESSA-PAC, #10 BAC, and #11.b Checks over \$1,000, since there were no updates in those areas.
- Arfa moved to approve the agenda as modified. Meagher seconded. Motion passed 7-0-0.

4. Approval Minutes

a. December 18, 2019 Minutes

- Arfa moved to approve the minutes as modified. Smirl seconded. Motion passed 6-0-1.

5. Public Comments

- None

6. Principal's Report

a. General Updates/CIWP

General

- School Improvement - Mr. Gomez had a meeting with CPS officials on a list that (he assumes) came from the Alderman about getting tile on the floor, getting a divider in the gym, a new gym floor, fixing the tuckpointing in the windows in the facade of the building, and the marquee.
 - It sounds like these updates are going to happen.

- Mr. Gomez did a walkthrough with the representatives, “repair the gym floor as needed,” but they emphasized how often the floor has been sanded down. CPS officials examined it and Mr. Gomez has a strong feeling they will want to repair the whole thing.
- They did talk about putting in a north/south divider and removing the ladders.
- Also tiling the 3rd and 2nd floor of the old building, consistent with the rest of the building.
- Also fixing the stairway landings (asphalt), needs to be repaired, as well as considering painting the stairwells to have a consistent color palette across the building.
- Marquee - they suggested putting the marquee on the corner of the new building, one facing toward clark and one facing granville. This would be affixed to the building. They’re looking into those things.
- The soccer field/park features, that’s a separate issue. Mr. Gomez hasn’t heard anything about it yet, although someone did come over to look at it.
 - Ms. Garcia had reached out to Ali Brisbane at the Alderman’s office and has a follow up meeting planned in a few weeks.
- Also doing some roof repair as needed, problem areas seem to be near the downspouts.
 - room 307, 305, 304, and one of the storage rooms.
- Mr. Gomez estimates that about 75% of those building repairs will be completed.
- Mr. Gomez sent a letter out regarding the coronavirus. Biggest things we can do as a school, especially with little kids, is to encourage proper hygiene and hand washing.
- Biggest challenge with behavior is kids fighting with kids, especially middle school girls, especially on social media.
- 2nd graders started Raven Theater program which will culminate in a performance at the theater across the street.
- As Hayt prepares to go through a new CIWP process, Mr. Gomez will be looking closely at these subgroups for enhanced supports: African-Americans, English Learners, and Diverse Learners.

Competency A: Continuous Improvement & School Vision

- Standard A1: Develops, implements, and monitors the outcomes of the Continuous Improvement Work Plan (CIWP) and school-wide student achievement data results to improve student achievement
 - Met with 3rd-8th grades to review grading practices (ethical grading)
 - making sure they are aligned across grades to each other
 - will do again next week to see how adjustments work
 - met with ILT, 1/13
 - Reviewed School Budget
 - Discussed Flex Day Activities
 - Discussed Bilingual Education

- Standard A2: Creates a continuous improvement cycle that uses multiple forms of data and student work samples to support individual, team, and school-wide improvement goals, identify and address areas of improvement and celebrate success
 -
- Standard A3: Collaborates with staff to allocate personnel, time, material, and adult learning resources appropriately to achieve the CIWP targets
 - New staff member
- Standard A4: Creates a safe and orderly environment
 -

Competency B: Professional Learning Systems

- Standard B1: Works with and engages staff in the development and continuous refinement of a shared vision for effective teaching and learning by implementing a standards-based curriculum relevant to student needs and interests, research-based effective practice, academic rigor, and high expectations for student performance in every classroom
 -
- Standard B2: Evaluates the effectiveness of teaching and holds individual teachers accountable for meeting their goals by conducting frequent formal and informal observations in order to provide timely written feedback on instruction, preparation, and classroom environment as a part of REACH Students
 -

Competency C: College & Career Readiness

- Standard C1: Leads a school culture and environment that successfully develops the full range of students' learning capacities, creative, social-emotional, behavioral, and physical
 -

Competency D: Families & Community Engagement

- Standard D1: Proactively engages families and communities in supporting their child's learning and the school's learning goals
 -

Competence E: Self-Disciplined Thinking

- Standard E1: Creates and supports a climate that values, accepts, and understands diversity in culture and point of view
 -

b. Least Restrictive Environment (LRE)

District Measures

- LRE 20% or Less: 89 students (64%)

- Mr. Gomez to follow up with Ms. Graham.
- LRE 21-60%: 49 students (35.3%)
- LRE 60% or more: 1 student (0.7%)

Hayt Measures (removing DD and SPL)

- LRE 20% or Less: 47 students (52.2%)
- LRE 21-60%: 42 students (46.6%)
- LRE 60% or more: 1 students (1.2%)

c. School Budget

- Total: \$8,294,808.54
- Funds Available: \$186,963.70
- Negatives: -\$2,006.71 (page 4), other negatives are in the pennies: -\$0.03 (page 12), -\$0.24 (page 14), -\$0.60 (page 16).
 - Will discuss how to clear these negatives during the Transfer of Funds.

d. School Positions

- Mr. Gomez has a candidate for the SECA position. The person he wanted to hire for the Teacher's Assistant position didn't have the paraprofessional licensure so have to wait for her to get it. He's currently following up with her.
- Had a candidate for one of the positions but he ended up taking a job closer to his home.
- Mr. Gomez shared that one of the frustrations that happened with CPS is that they've implemented a very elaborate reference check where after a candidate is offered a position, the "Checkster" process sends out an email to 5 references that must be completed before the onboarding/background check/fingerprinting process can start.
- There will be two teachers (Mr. Hale and Ms. Slota) going out on leave, Mr. Gomez hopes to have the positions staffed by Monday.

Questions

- Mr. Smirl asked when the next update from CPS re: building upgrades are expected. Mr. Gomez said his expectation is that the work would start the first day that students are out of school in June.
- Ms. Garcia asked about a new policy regarding children's bathroom breaks.
 - Mr. Gomez said there have been vandalization in the bathrooms, so he's asking teachers to check bathrooms before/after the classroom is using the bathroom. If a child has to use the bathroom outside of designated class/passing breaks, he's asking that an adult accompany them (could be the security guard, could be an administrator). Ms. Garcia is asking why parents weren't told about this policy, and Mr. Gomez said he thought it was an in-house issue, but that he will send a note out to parents this week letting them know about the change.
 - His position is that all children should be able to go to a bathroom that's clean and functioning. Since that policy has been in place, there hasn't been any more vandalism.

- She expressed that she doesn't think this policy is feasible when the staff is already stretched so thin, and to make children have to wait to go to the bathroom doesn't seem feasible either.
- She asked if teachers/staff have had any feedback, Mr. Gomez said he's gotten some notes from teachers supporting the policy.

7. PTA - Reporting: Lori Garcia

- Ms. Garcia is reporting for Ms. Smith
- PTA's biggest events are Internet Week (Feb. 10th) - 2 workshops that week. Reaching out to parents via flyers/emails, letting them know about dates and sharing information about safe internet practices. The event is sponsored by Google. Focus not just for youth but also for parents.
- Also working on gaining more membership, \$5 for the school year, PTA keeps \$0.50. There are 18 teachers currently part of their 30 members. All community members, teachers, principals, can be members.

8. Approvals

a. December 2019 Internal Accounts

- i. Ending Ledger - \$46,358.26
- ii. Internal Accounting Reconciliation - \$46,358.26
- iii. Arfa moved to approve. Smirl seconded. Motion passed 7-0-0.

b. Transfer of Funds

- i. \$2,006.71 - moved from regular position pointer.
 1. Requested by the principal to clear a negative on a benefits pointer.
 2. Arfa moved to approve. Healey seconded. Motion passed 6-0-1.
- ii. \$442.36 - moved from property and equipment.
 1. Requested by the principal in consultation with primary teachers to purchase Spanish Bilingual classroom resources for grades K and 1.
 2. Healey moved to approve. Arfa seconded. Motion passed 6-0-1.
- iii. \$149.00 - moved from property and equipment.
 1. Requested by the principal in consultation with primary teachers to purchase Spanish Bilingual classroom resources for grades Pre-K.
 2. Smirl moved to approve. Meagher seconded. Motion passed 6-0-1.

c. Hayt By-Laws

- i. The Bylaws have finally been approved. Ms. Garcia thanked past LSC member, Mr. Menjivar, for his leadership.
- ii. Mr. Luis Garcia from LSC relations is using them as an example for other LSCs.
- iii. Arfa moved to approve the amendments to the bylaws as indicated in the attached document. Meagher seconded. Motion passed 7-0-0.

9. Agenda Items for Next Meeting (February 19, 2020)

- Middleschoolapalooza (PTA)

10. Adjournment

Smirl motioned to adjourn at 6:20 p.m. Arfa seconded. Motion passed 7-0-0.

*Meeting minutes submitted by **Mariam Pera**.*