



Northside College Preparatory High School
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John Ceisel
Chair

Kathleen Andrade
Vice Chair

Cathy Quigley
Secretary

Local School Council Minutes
December 13, 2011

Commencement

The meeting was called to order at 7:05 p.m. by Kathleen Andrade.

Present: Kathleen Andrade, Vicki McMannon, Barry Rodgers, Gail Myers Jaffe, Cathy Quigley, Diane Monnich, Robert Albritton, Nicole Flores, Vicky Andrews

Absent: John Ceisel, Crystal Melto, Zobia Chunara

Guests: Ms. Green, Ms. Mellin, Dr. Murphy

Approval of Agenda

To approve the agenda for tonight's meeting (see Motion #1)

Approval of Minutes

To approve the minutes from the previous meeting on November 8, 2011 (see Motion #2)

Communications

[none]

Student's Report

[none]

Principal's Report

- Mrs. Irving presented at the News Literacy Conference (last month, her students skyped with field reporters).
- Mr. Rodgers and Ms. Medina attended an ACT for College Readiness program. Northside won the Red Quill Award: 3 of our students earned perfect scores on the ACT. As a result of winning this award, the school was asked to make a presentation at the program – Mr. Rodgers and Ms. Medina discussed strategies used at Northside to prepare students for the ACT.
- Yesterday Mr. Rodgers attended a meeting with CPS on the extended school day and received some working parameters from CPS. These will be presented to the leadership team in the next few days, and to parents and students at a forum in January. In February, the school will submit a proposed template to CPS. Bottom line: the implementation of any proposal will be subject to board negotiations.

- “Instructional Rounds” are a new procedure being implemented at Northside. Teachers and administrators throughout the building communicate and facilitate the use of technology to enhance teaching practices by observing and applying different pedagogical approaches throughout the year.
- The administration has asked teachers to not give any new homework assignments over the winter break.
- Approvals requested by Mr. Rodgers from Friends of Northside (see **Motion #3**):
 - balance of Celestial Garden installation costs – Friends is still trying to negotiate down from \$35,000
 - additional cost for security cameras: \$10,602 (added to previous \$20,000 requested), with \$30,602 matched by CPS
 - stipend for athletic director: \$4000

Public comment

- In response to a question from a parent, Mr. Rodgers reported that Northside’s average ACT score from last year was 29, which is the best average score ever (this metric has shown gradual, continuous growth over the past several years).
- The forum with parents to discuss the extended school day will not be conducted at an LSC meeting. There will a “town hall forum” scheduled sometime in the middle of January. Mr. Rodgers plans to meet with the leadership team tomorrow to discuss parameters outlined by CPS for the extended school day.

Teachers’ Report

- Mr. Good took students to Iowa to participate in/volunteer at a Mikva Challenge event; the students worked on the Republican presidential candidates’ debate.
- On a recent Professional Development Day, teachers worked cooperatively on curriculum development and also participated in a wellness component.

Committee Reports

- **Finance:** nothing to report
- **Friends:**
 - The annual appeal continues to go well. Numbers will be forthcoming (next meeting), but Northside families have been very generous this year, contributing about 20% above amounts received at the same time last year; a holiday card will be going out to parents soon, hopefully inspiring more donations.
 - The Cubs letter arrived today in the mail, providing possible dates for Cubby Walk. Mrs. McMannon gave copies of the letter to Mr. Rodgers and Dr. Murphy so that they can choose a date based on academic and school calendar considerations. Friends of Northside will await their decision and then bring a check to the Cubs to pay for the tickets.
- **Parent Network:**
 - The Community Relations committee has been working extensively over the past few months in cooperation with the Parent Network.
 - The Parent Network is currently organizing the teacher appreciation breakfast and luncheon for this Friday.

- The Parent Network has been discussing the possibility of setting up a special table at I-nite in February. They hope to provide flyers in several languages besides English to encourage more parent attendance and participation at school events.
- The first new edition of the EPIC is coming along nicely, with both teachers and also parents volunteering to submit information and write articles. The Community Relations Committee has been coordinating the renewal of the EPIC, and there are already many articles in place; publication is anticipated before winter break. Dr. Murphy suggested that Mr. Nguyen can post the issue on the school website. The current draft is 8 pages in length, and it is only about halfway done.
- The Parent Network question-and-answer session at report card pickup drew a lot of parents; there were volunteers who brought desserts, and the gathering continued until about 7:00. Parents in attendance expressed their appreciation for the treats and for the conversation.

[Ms. Myers Jaffe mentioned that several parents at report card pickup asked her what could be done for German students who would like to take German 4 (the program is being consolidated this year, and eliminated next year, at Northside). Mr. Rodgers will meet with parents of affected students next week to discuss some possible options. The school has been looking for alternatives for students who would like to take a fourth year of German, and some possibilities include an online course, a city college course for college credit (a placement test would be required), or a class offered in a suburban school district (none has been found so far). The virtual route or the city colleges sound most promising at this point.]

- The Community Relations committee has tentatively set a date for the community forum of LSC election candidates. There will be an article about the election in the EPIC.

➤ **Principal Selection and Evaluation:**

- A streamlined set of survey questions has been prepared by Mr. Ceisel, Mrs. Andrade, Mr. Albritton, and Ms. Flores and has been electronically distributed to council members. Redundant and irrelevant questions have been eliminated from the questionnaires.
- Council members proceeded to discuss the proposed timeline for principal evaluation meetings and submissions, as well as the creation and format of google docs for entering and submitting survey responses. Some changes made to the timeline include the removal of references to the principal's contract renewal, since that does not apply to this year's process; the changing of week numbers (February 28th is in the 4th week of February); and the changing of the distribution date for the teachers' surveys from January 23rd to January 30th, to accommodate teachers' busy schedules during finals week.
- Mr. Albritton and Ms. Flores will present the information to the teachers and will demonstrate that teachers will have sufficient time (most of the month of February) to submit their survey responses. Results will be automatically tallied and analyzed. At the January LSC meeting, council members should be able to view the formatted google docs before they are distributed to teachers and staff members.

To approve the modified timeline for the Principal Selection and Evaluation committee meeting dates and submission deadlines (see Motion #4)

Old Business:

[none]

New Business

[none]

Upcoming Meetings

- Finance committee: none scheduled at this time
- Friends of Northside: December 19th
- Parent Network: January 12th
- Principal Selection and Evaluation committee: tentatively set, but confirmation pending
- LSC: January 10th

Agenda

To approve the standard agenda (see Motion #5)

Adjournment

The meeting was adjourned at 7:50 p.m. (see **Motion #6**).

Next Meeting

The next meeting of the LSC will be on Tuesday, January 10th (2012) at 7:00 p.m. in the faculty lunchroom. Public participation is welcome.

Motion #: 1
Motion made by: Vicki McMannon
Seconded by: Nicole Flores
Motion: To approve the agenda for tonight's LSC meeting

Record of Votes on Motion

Council Members	Yes	No	Abstain	Absent
John Ceisel (parent)				X
Kathleen Andrade (parent)	X			
Gail Myers Jaffe (parent)				X
Crystal Melto (parent)				X
Vicki McMannon (parent)	X			
Cathy Quigley (parent)	X			
Diane Monnich (community)				X
Robert Albritton (teacher)	X			
Nicole Flores (teacher)	X			
Barry Rodgers (principal)	X			
Vicky Andrews (staff)	X			
Zobia Chunara (student)				X
Total	7	0	0	5

Motion #: 2
Motion made by: Robert Albritton
Seconded by: Kathleen Andrade
Motion: To approve the minutes from last month's meeting (November 8, 2011)

Record of Votes on Motion

Council Members	Yes	No	Abstain	Absent
John Ceisel (parent)				X
Kathleen Andrade (parent)	X			
Gail Myers Jaffe (parent)				X
Crystal Melto (parent)				X
Vicki McMannon (parent)	X			
Cathy Quigley (parent)	X			
Diane Monnich (community)				X
Robert Albritton (teacher)	X			
Nicole Flores (teacher)	X			
Barry Rodgers (principal)	X			
Vicky Andrews (staff)	X			
Zobia Chunara (student)				X
Total	7	0	0	5

Motion #: 3
Motion made by: Cathy Quigley
Seconded by: Vicky Andrews
Motion: To approve expenditures from Friends of Northside funds for Celestial Garden (\$35,000); additional cost for security cameras (\$10,602); and athletic director stipend (\$4,000)

Record of Votes on Motion

Council Members	Yes	No	Abstain	Absent
John Ceisel (parent)				X
Kathleen Andrade (parent)	X			
Gail Myers Jaffe (parent)	X			
Crystal Melto (parent)				X
Vicki McMannon (parent)	X			
Cathy Quigley (parent)	X			
Diane Monnich (community)	X			
Robert Albritton (teacher)	X			
Nicole Flores (teacher)	X			
Barry Rodgers (principal)	X			
Vicky Andrews (staff)	X			
Zobia Chunara (student)				X
Total	9	0	0	3

Motion #: 4
Motion made by: Gail Myers Jaffe
Seconded by: Cathy Quigley
Motion: To approve the modified timeline for the Principal Selection and Evaluation committee meeting dates and submission deadlines (approved meeting schedule attached herewith)

Record of Votes on Motion

Council Members	Yes	No	Abstain	Absent
John Ceisel (parent)				X
Kathleen Andrade (parent)	X			
Gail Myers Jaffe (parent)	X			
Crystal Melto (parent)				X
Vicki McMannon (parent)	X			
Cathy Quigley (parent)	X			
Diane Monnich (community)	X			
Robert Albritton (teacher)	X			
Nicole Flores (teacher)	X			
Barry Rodgers (principal)	X			
Vicky Andrews (staff)	X			
Zobia Chunara (student)				X
Total	9	0	0	3

Motion #: 5
Motion made by: Gail Myers Jaffe
Seconded by: Vicki McMannon
Motion: To approve the standard agenda for next month's meeting

Record of Votes on Motion

Council Members	Yes	No	Abstain	Absent
John Ceisel (parent)				X
Kathleen Andrade (parent)	X			
Gail Myers Jaffe (parent)	X			
Crystal Melto (parent)				X
Vicki McMannon (parent)	X			
Cathy Quigley (parent)	X			
Diane Monnich (community)	X			
Robert Albritton (teacher)	X			
Nicole Flores (teacher)	X			
Barry Rodgers (principal)	X			
Vicky Andrews (staff)	X			
Zobia Chunara (student)				X
Total	9	0	0	3

Motion #: 6
Motion made by: Vicki McMannon
Seconded by: Nicole Flores
Motion: To adjourn the LSC meeting at 7:50 p.m.

Record of Votes on Motion

Council Members	Yes	No	Abstain	Absent
John Ceisel (parent)				X
Kathleen Andrade (parent)	X			
Gail Myers Jaffe (parent)	X			
Crystal Melto (parent)				X
Vicki McMannon (parent)	X			
Cathy Quigley (parent)	X			
Diane Monnich (community)	X			
Robert Albritton (teacher)	X			
Nicole Flores (teacher)	X			
Barry Rodgers (principal)	X			
Vicky Andrews (staff)	X			
Zobia Chunara (student)				X
Total	9	0	0	3

Schedule for Northside LSC Principal Selection and Evaluation Committee meetings as approved on December 13th, 2011 [and modified on January 10th, 2012]

January, 2012

Week of January 23rd: Teachers receive qualitative and quantitative surveys and related information

Week of January 30th: Forms and related information distributed to Leadership Committee, faculty and staff (who did not receive the forms/information the previous week), student leadership, parent leadership

February, 2012

3rd week, **February 16th** (7:00 – 8:00 p.m.): Mr. Rodgers reviews portfolio with LSC; feedback from Leadership Committee, faculty and staff, student leadership, and parent leadership distributed to LSC members

4th week, **February 28th** (7:00 – 9:00 p.m.): LSC members share their individual comments; committee drafts summary evaluation points

March, 2012

1st week, **March 6th** (7:00 – 8:00 p.m.): LSC conducts initial review with Mr. Rodgers; focus on formative suggestions

3rd week, **March 20th** (7:00 – 9:00 p.m.): LSC members submit their individual ratings; LSC finalizes evaluation

April, 2012

2nd week, **April 10th**: LSC approves the evaluation by the affirmative vote of a majority of serving members of the council