

L.S.C. MEETING AGENDA
INTER-AMERICAN MAGNET SCHOOL
**AGENDA DE LA REUNIÓN DEL CONCILIO ESCOLAR LOCAL DE
LA ESCUELA INTERAMERICANA**

11 de diciembre de 2012 / Dec. 11, 2012, 6:00 p.m.
Biblioteca/ Library, Inter-American Magnet School
851 W. Waveland Ave, Chicago IL 60613

Members present: Dr. Vernita Vallez, Karen Barbour, Ana Camino, Julie Grisalez, Marisol Morales, Lisa Vazquez, Guillermo Vidaurre, Fran Feeley, Cynthia Ramos, Margaret Aguilar, Jill Wohl

Members absent: Marisol Morales

Guests: John Deverman, Martina Brockaway, Elizabeth Gallo, Cindy Hummel, Margot Gordon, Miryam Ramirez, Rod Sierra

Karen called the meeting to order at 6:05 p.m.

Directora / Principal's report. See attached report for more detail.

- First Dr. Vallez handed out a detail of how IAMS spent funds raised from Tech Gala. For example, the Mimios are devices that turn whiteboards into smart boards. The way we decided how to spend the funds is each grade level team put together lists, and then circled back to prioritize across the school. The goal was to have teams of teachers to have the same level of technology and type so they can better plan and work together.
- We had a categorical report. Everything was fine - the only question was about our 225 money which was not fully spent (although it was still the beginning of the year and most of the funds were monies we were not supposed to spend away such as dollars reserved for Tech Excel. Audit is attached here.
- Instructional rounds. IAMS targeted instructional practice came out of reflection that teachers did about what strategies support instructional development, conversation/discourse and metacognition. The session went well, and Dr. Vallez reviewed next steps by grade level.
- IAMS reduced our list of medical non-compliance from 160 students to 8 students as of Dec. 11, 2012. Dr. Vallez thanked Nurse Ruth.
- After much advocacy we received an agency nurse. We have a student who has a life threatening illness. She is on site from 10 a.m. to 2 p.m. These are the kinds of things that we constantly have to advocate for, they are not just provisioned.
- Also after months of advocacy our school was approved for providing snacks for students in grades K-4. Dr. Vallez is not sure why this took so long for CPS to approve.
- Assessment: MAP testing complete. Next round begins Jan. 7th
- Dr. Vallez' resignation turned in Dec. 4th, effective June 30th. Parents received notice today.

Karen moved to approve the November 20 minutes. Lisa seconded. Motion carried unanimously.

Presupuesto / Budget

Trial balance is stored in the LSC binder in the school office. We're doing well for this point in the year. Each year we need to have enough funds in place to be able to open positions by September.

PPLC (Comité de desarrollo profesional y liderazgo)

Cynthia Ramos reported that PPLC sent out a survey to determine needs of teachers for professional development, and talked about how they can meet those needs given that there's not a lot of time teachers have to meet together. Example requests: curriculum of the Americas, reading/writing workshop, technology, dual language, concurrent literacy model. They are looking at a big meeting in February where they're all meeting together, and releasing time for teachers to be trained in the requested areas. Fran noted that the newer teachers requested dual language and curriculum of the Americas, and we are the only people who can provide that.

LRE (Least Restrictive Environment). Included in the principal's report.

BAC Comité Bilingüe / Bilingual Advisory Committee. Karen asked Ana discussed asking Maria Luz about 2 weeks before LSC meeting requesting report.

La Evaluación de la Directora / Principal Evaluation. Committee met and made a timeline which is no longer needed. They did a summative report averaging the scores from the last three years and synthesizing the comments. We do still need to do vote on the summative. We will close the meeting later on and go over it.

FELE / Familias en la escuela. Submitted and available here.

FELE submitted a fundraising approval request for Rock the Casa on Feb. 2nd to raise money for Playworks for the entire student body. They anticipate revenue of \$13,000 and \$3000 in expenses, for a \$10,000 profit. Luis Garcia Juarez noted this is not on the agenda, so we need to table until January. Karen asked

Participación del público/Public Participation -- None of the attendees declined to comment.

Asuntos Anteriores / Old Business

- Karen asked Dr. Vallez to get the non-binding teaching staff poll that needs to happen to replace our empty LSC member spot. Luis Garcia Juarez noted this needs to be initiated by Dr. Vallez and key is that she publish a list of staff members in the building who are eligible to vote.

Asuntos Nuevos / New Business

- **Presupuesto** / Budget: *Maestros suplentes y gastos copiadora / Substitute teacher allocations and copier expenses*. Tabled until next month. We are still waiting for a quote.

Establecer el comité para seleccionar el director, una línea cronológica con fechas de límite y una división de trabajos / Establish Principal Selection committee, timeline and workgroups

Karen noted this is an important process to follow to the letter of the law. This is an official hire. She distributed the timeline of the process we followed four years ago. We need to decide on a general process to move us forward. Last time we felt it was very important to get input from stakeholder by opening up the Principal Selection Committee. Karen's perspective is that it was a noble intention, but in the end, there were still people who felt that their voice wasn't being heard. She believes it's important to get input from everybody. We had a 19 person committee, which was unwieldy in terms of getting quorums and maintaining confidentiality. She suggested a different way of considering input in a way that doesn't require

opening up the PSC. Our LSC Relations officer gave us some ideas of ways we could solicit input, for example:

- Do a presentation of the process to parents
- Go to staff members to discuss the process as well
- Create a way to gather input to get priorities to capture as many perspectives as possible

Fran Feeley noted that he has been here 6 years during some particularly stressful times, remembers that it became like a second job for the people who were on the committee the last time. He would like to keep the process simple. Margaret recalls that each member spent approximately 3,000 hours in total. Ana Camino noted that Karen's suggestions have the potential to be more inclusive.

Karen noted that we already have a lot of the process done. At the time CPS thought we did an exceptional job on the process, so we are ahead of the game. What's new is we have to think about how to successfully be inclusive. She proposed creating a PSC as a subcommittee of the whole. Subcommittees only make recommendations, which are then voted on by the whole LSC. Our goal is to find the very best person that's out there. Luis Garcia Juarez suggested that this LSC meet with him as a group to go over some of the processes. He also emphasized the LSC's sole authority to award a principal contract. Karen said she hoped we could set up our committee and workgroups and be able approve a timeline and an ad when we return on January 15, 2013.

Karen moved that to constitute a Principal Selection Committee as a committee of the whole and establish a quorum of four. Julie Grisalez seconded. Motion carried unanimously.

Margaret Aguilar nominated Karen Barbour and Fran Feeley to co-chair the Principal Selection Committee. Guillermo Vidaurre seconded. Motion carried, 9 approving, 1 abstention.

Per Luis's suggestion Karen reached out to our Network chief Craig Benes to proactively solicit input on what he thinks we should be looking for in our next principal which will inform the process.

We need a subcommittees for timeline, job ad, and community input. We want an ad approved by Jan. 15th. We need people to start to think about communication and presentations to parents and teachers by the end of January, and a measurable way to synthesize input.

Committee point people*

- Ad: Margaret Aguilar*, Fran Feeley, Jill Wohl, Ana Camino
- Timeline: Guillermo Vidaurre*, Julie Grizalez, Lisa Vazquez
- Community Communication/Input: Cynthia Ramos*, Ana Camino, Guillermo Viduarre

Next time we'll start resume rubric, etc.

Sesión Cerrada: La Evaluación de la Directora / Closed session Principal Evaluation

Karen moved to go into closed session. Fran Feeley seconded. Motion passed unanimously.

Margaret moved to re-open the meeting. Karen seconded. Motion carried unanimously.

Fran Feeley moved to approve the Summative Principal Evaluation as recommended by the principal evaluation committee. Karen seconded. Motion passed unanimously.

Levanta la reunión/Adjournment. The meeting adjourned 8 p.m.