



# Skinner West Local School Council Monthly Meeting Tuesday, September 20, 2016 6:30 P.M.

## MEETING MINUTES

**Deborah M. Clark**  
Principal

**Armando Chacon**  
Community Representative

**Melvin Flowers**  
Parent Representative

**Sharlene P.B. Hobson**  
Parent Representative

**Sheila Howard**  
Staff Representative

**Tom Kim**  
Community Representative

**Matthew Letourneau**  
Parent Representative

**Fadi S. Mataalka**  
Parent Representative

**Michael McMurray**  
Parent Representative

**Donna McSpadden**  
Teacher Representative

**Nell Strong**  
Parent Representative

**Ramel Werner**  
Teacher Representative

### 1. Call to Order

- a. The meeting was called to order at 6:54 pm by President M. McMurray.
- b. Present were LSC members D. Clark, A. Chacon, M. Flowers, S. Hobson, S. Howard, T. Kim, M. Letourneau, F. Mataalka, M. McMurray, D. McSpadden, N. Strong, and R. Werner.

### 2. Approval of Agenda

- a. The agenda was approved (M. Flowers, S. Hobson).

### 3. Approval of Meeting Minutes

- a. The June 28, 2016 meeting minutes, July 13, 2016 meeting minutes, and July 15, 2016 meeting minutes were approved (A. Chacon, R. Werner).

### 4. Announcements & Public Communications

- a. PTO/Forum: Per N. Strong, The PTO is meeting at the same time as this LSC meeting; the results of the PTO meeting will be reported at the next LSC meeting.
- b. Friends of Skinner West (FOSW): Per Marla Sedler, FOSW held a meeting on September 12 for the upcoming Walkathon on October 13. Donations of Gatorade (800-900 bottles) and 1,000 pieces of fruit have been received thus far. Funds raised by FOSW will provide training for teachers on the white boards and other class technology. Teachers will need to be identified to support Mr. Lomax on technology issues. Note: FOSW collects donations but does not specify the use ahead of time. Per Mrs. Clark, the funds could be used to offset CPS funding cuts, if desired.
- c. West Loop Community News: Per A. Chacon, there is buzz about Skinner's expansion, local summer/fall festivals, the Chicago Children's Theatre, the Bartelme Park Christmas tree lighting ceremony on December 3 (the Skinner choir is invited to perform), and the Bartelme Park menorah lighting on December 16.

### 5. Committee Reports

- a. Chairperson's Report: Per M. McMurray, no report.
- b. Principal's Report:

- i. Skinner West Elementary was ranked as the #1 Chicago public school by [Chicago Magazine!](#)
  - ii. We have had a smooth start to school, apart from some bussing issues (routes are getting overloaded, leading to some late student arrivals). The Skinner front office is working with CPS to address these issues.
  - iii. D. Clark introduced some new teachers that were present. Some teachers have moved from one grade to another to address staffing issues. Ms. Kong has left and we are having trouble finding a full-time Mandarin teacher.
  - iv. CPS budget information was delayed, which made caused some Skinner budgeting activities to occur later than usual.
  - v. We were able to purchase several items (e.g., cubbies, desks, chairs, supplies) and refinish the gym floor.
  - vi. Our enrollment is at 1,060 students (above 1,058, which allows us to keep our current funding). We will need to retain this level until the 20<sup>th</sup> day of the school year to retain our funding. Unfortunately, we expect 5 students to transfer, which would result in a budget cut.
  - vii. Eight students tested into the Classical program from the neighborhood program.
  - viii. Enrollment for the STAR after-school program is up to 280 students.
  - ix. Thanks to the PTO for funding the well-attended kindergarten meet & greet refreshments.
  - x. The open house for first through fifth grade (September 28) and the Walkathon (October 13) are coming up.
  - xi. The air conditioner has experienced issues – Carrier will be coming out to work on repairs.
  - xii. A surveyor will be visiting the school soon to meet with Mrs. Clark about the expansion.
- c. Professional Personnel Leadership Committee (PPLC): Per D. McSpadden, no report.
  - d. Special Education/LRE: Per R. Werner, the committee met today. [MedFest](#) will take place on October 9 at the United Center.
  - e. School Improvement: Per S. Hobson, the first committee meeting will be held on October 4 at 5:30 pm.
  - f. Facility Services: Per F. Matalaka, the first meeting is to be scheduled. Per A. Chacon, improvements to the branch building playground furniture will be on the next committee meeting agenda. This committee will work in coordination with the new Expansion Committee.
  - g. Communications: Per D. Clark, the committee met on September 13. Upgrading the Skinner website upgrade (which will require continual updating) is a primary focus for the committee. Per M. Letourneau, there is a new PTO website, [www.skinnerwestgiving.org](http://www.skinnerwestgiving.org). FOSW, PTO/ Forum, and Gallery 111 recently met to coordinate fundraising efforts.
  - h. LSC Advisory: Per M. McMurray, the committee met yesterday and discussed upcoming training sessions.
  - i. Expansion Committee: Per M. Flowers, the committee will be constituted and meet soon.

## **6. Old Business**

- a. An Open Meetings Act dispute related to the Skinner Expansion announcement event was resolved.

## **7. New Business**

- a. Continuation of Bilingual Advisory Committee (BAC):
  - i. The BAC will be continued for 2016-17 (S. Hobson, F. Matalaka). The next meeting will be held tomorrow, September 21, at 9 am.
  - ii. The committee agreed to table a vote on the committee chair until the next LSC meeting.

- b. The communications link to the branch school will be improved.
- c. Budget Expenditure Approval and Update 2016:
  - i. Some CPS funds that were provided to Skinner in 2015-16 are not being provided for this school year based on various factors, including school size. Some staff positions were lost after last year and others were added, resulting in a total available budget of \$140,324.
  - ii. Several unfunded needs have been identified, \$314,624 in total:
    - 1. Operational = \$27,998
    - 2. Instructional technology = \$81,525
    - 3. Instructional materials = \$34,000
    - 4. "Buckets" = \$93,673
    - 5. Professional development = \$20,000
    - 6. CIWP strategies = \$57,428
  - iii. Other needs include updating and expanding the playground furniture at the branch building.
  - iv. Proceeds from the STAR after-school and summer camp programs provide a potential source of additional funding to address some of these costs. Making the collection of school fees a higher priority is another option for increasing our funds.
  - v. The LSC prefers not to cut any staff positions.
  - vi. The LSC decided to 1) hold off on professional development, CIWP, and certain other costs (a savings of \$110,428) for the present time. Additionally, a portion of the STAR funds (minus STAR program operating costs for 2016-17) will be used to cover the remaining needs (D. McSpadden, F. Matalaka).

**8. Public Comment**

- a. Chris Noth introduced [Brooklyn Boulders](#) (BKB), which is offering a Kids Academy program five days a week. BKB will provide information about the program for distribution to students. Those that join the program could be picked up by BKB staff at Skinner and walked to the facility for pickup later. BKB is interested in sponsoring Skinner events.
- b. Maricela Cruz suggested starting a citizenship program at Skinner. D. Clark and S. Hobson suggested that Ms. Selecruz attend the next School Improvement Committee meeting to discuss this topic in more detail. Ms. Selecruz agreed to provide more information about this concept to the LSC.

**9. Adjournment**

- a. The meeting adjourned at 9:33 pm (S. Hobson, M. Flowers)

Respectfully Submitted,  
Matt Letourneau  
Skinner West LSC Secretary