

<p style="text-align: center;">Lake Harriet Community School Site Council April 23, 2013 5:00-6:30 p.m. Meeting Minutes</p>

Members in attendance:

Caroline Cochran, Gwen Spurgat, Teresa Harich, Heather Legris, Maggie Quinlan, Ian Hunter, Mary Rynchek, Merry Tilleson, Jan Parrish, Angie Arnold, Tim Showalter-Loch

Administrative business:

- February and March meeting minutes were approved

Final budget numbers and staffing plans (Mary, Jan)

- UC and LC budgets approved as presented recognizing there are still deficits
- A letter explaining that S.C. approval was given under duress will be drafted by Angie and sent to the MPS Board.

Administrative structure listening session and collaboration team (Caroline)

- Caroline followed up on the parent and staff listening session promised by Theresa Battle during the March 12th feedback gathering session.
- Theresa offered to hold a parent listening session after new principal was hired indicating that stakeholder input had already been collected and taken into account.
- Conducted survey of LHCS parents and found 96% of parents want one principal.
- Caroline presented results of survey to MPS School Board right after Spring Break.
- Listening session was held Wednesday 4.17 at 8 am during which Theresa relayed that the decision had already been made to have two principals.
- Efforts are now focused on making sure a plan is in place to ensure collaboration between the two principals.
- There will be an initial meeting tomorrow to discuss collaboration efforts. Attendees of this initial meeting will be Angie and Caroline (S.C. reps), Perry Moriarty and Ann Smith (Parent and PTA reps), Merry, staff from LC, and Theresa Battle.
- Caroline's hope is that a document will be created that spells out what is expected with collaboration, evaluative processes, etc.
- Plan is to add staff from UC to this committee going forward.

Principal selection process - next steps (Gwen)

- During the last meeting there was not a volunteer from Site Council to coordinate the nominations of parent representatives. Therefore, Gwen and Caroline identified parent reps to serve on selection committee by creating a list of potential members, identifying parents and a community member who had relevant skills and expertise as well as time spent working for LHCS

either through PTA, Site Council, or in other ways, and selecting those who were available to participate given short notice. Parent reps are: Blaire Hartley, Caroline Cochran, and Ann Smith. Ahndi Fridell was chosen as a community member because of her role with the Fulton Neighborhood Association.

- Interviewer training starts next Tuesday April 30th.
- Interviews are planned for May 7th or 9th.
- Theresa is hoping to name someone by May 14th.

Advanced math pathway and Just Right math updates (Mary, Jan)

- Mary went to a talent development meeting last week and learned UC will be able to continue the current advanced math pathway.
- Rescreening this spring will be done to identify more kids to enter the pathway. The plan is to build capacity in the advanced pathway.
 - 4th grade will cover all of 4th and half of 5th
 - 5th grade will cover half of 5th and 6th grade CMP
 - 6th grade will cover 7th grade CMP
- Jan presented information on Just Right math. LC piloted this program this year to differentiate kids in math and found it was good for kids to mix and get exposed to different teaching styles. There is not enough data to reach any firm conclusions. Some of the units were very short because the teachers had to develop the curriculum.
- Goal when LC moves forward with differentiating is to ensure kids have a deep enough understanding of concepts to be prepared for the differentiation that happens in 4th grade.
- How much moving classrooms for math units happens at LC will depend on data collected/student performance on pretests.

STEM and Arts options day (Jan)

- Gwen S. and Jan will be visiting Pilot Knob elementary STEM magnet/K-4 to learn and get ideas.
- STEAM options day will be May 1st 2-3:45 at LC. Parents, staff, and community members will be teaching the classes.

Middle grades scheduling and planning (Mary, Merry)

- Teaching and room assignments for middle school were shared

MN School of Excellence application progress (Merry)

- Application is due June 1st.
- Merry will be asking PTA for the \$100 application fee.
- Mary and Jan are helping Merry finish the application.
- Merry may ask SC parents for help with getting some of the standards done.

Lower campus building update and Grand Opening (Jan)

- Classroom furniture has been ordered.
- All the plumbing and electrical is in.
- Roof needs to go on but need two dry days to do this then sheetrock/tiling can happen.
- Goal is to have it done by the end of June.
- Can't move anything into the building until the final punch list is done
- Grand opening will be on August 21st around 5:00. Plan is to get SW pep band back, ribbon cutting ceremony and healthy food samples from nutrition center. There will be a Scavenger hunt for kids and time to greet teachers.

Curriculum nights and ice cream social (Jan, Mary) have been planned . The details were discussed and are as follows:

4th-5th Grades Curriculum Night & Ice Cream Social

When

Tue, August 20, 5:30pm – 7:30pm

Where

UC Classrooms and Playground

Description

5:30-6:30

- Curriculum information sessions in 4th grade classrooms

- Ice cream social for 5th graders on playground

6:30-7:30

- Ice cream social for 4th graders on playground

- Curriculum information sessions in 5th grade classrooms

K-3 Open House & Grand Opening of LHCS Lower Campus

When

Wed, August 21, 6:30pm – 7:30pm

Where

Lower Campus

Description

6:30-7:00 pm. meet and greet parents and students, scavenger hunt

7:00-7:30 Community treats in the Commons

Curriculum information sessions September 19th for LC

Middle Grades Curriculum Night & 6th grade Orientation

When

Thu, August 22, 5pm – 8pm

Where

Upper Campus

Description

Schedules and instructions for orientation will be mailed in August.

5:00-6:00 8th grade curriculum (follow Monday schedule)

6:00-7:00 7th grade curriculum (follow Monday schedule)

6:00-7:00 6th grade and students who are new to the school meet in the gym for orientation

7:00-8:00 6th grade curriculum (follow Monday schedule)

Site council applications and structure (Caroline, All)

- There is space for 5 new parent members.
- Tim is stepping down due to time constraints.
- Caroline, Gwen, and Toni are finishing their 3rd year.
- Lisa is finishing her 2nd year and will be stepping down.
- No term limits are specified in bylaws.
- If there is not enough continuity some current members may stay on one more year.
- Angie, Lisa, and Caroline will review applications and put forth a recommendation. Recommendations will then be voted on by all SC members via email
- Ideally new parent members will be invited to the May meeting.
- Theresa H. and Maggie have served 3 years. Jan will identify new Lower Campus site council members. Barb and Ian will be leaving as well. New administrator will determine new Upper Campus SC staff members.

Honors and accomplishments (Jan, All)

- Theresa Harich was honored today by Channel 9 with the Fox 9 Top Teacher Award. All second grade students and teachers, some of her friends, parents in the classroom, and the news crew, honored her during a surprise celebration. She was nominated by a parent in her classroom. Besides the honor of being nominated and winning, she received money for supplies for her classroom, a "100 sub sandwich" party and a beautiful apple paperweight.