

Lake Harriet Community School Site Council
August 28, 2012 Meeting Minutes

Members in attendance:

Caroline Cochran, Mary Rynchek, Jan Parrish, Merry Tilleson, Maggie Quinlan, Theresa Harich, Angie Arnold, Ania Ritter, Tim Showalter-Loch, Seth Paradis, Toni Gerard, Gwen Spurgat, Lisa Legrand, Heather Legris

Membership:

- New parent members were welcomed: Seth Paradis, Tim Showalter-Loch, Heather Legris
- Ania Ritter and Joel Stensrud will serve in a shared community member position
- Ian Hunter (representing middle grades) and Barb Boerboon (representing grades 3-5) will be joining Site Council as teacher members. Maggie Quinlan will continue to serve on Council until a school staff member to take her place has been identified.

Site Council role/meeting dates:

- Caroline discussed the role of Site Council.
- Meeting dates for 2012/2013 will be: 8/28, 9/18, 10/23, 11/20, 12/18, 1/15, 2/19, 3/19, 4/23, 5/21. All meetings 5-6:30 p.m. in the UC media center.

Subcommittees/subcommittee membership:

This year there will be three subcommittees. Members are listed below with school staff in parentheses.

1. **Communication:** Toni Gerard, Heather Legris, (Maggie Quinlan – Maggie may be replaced by another school staff member, TBD). Focus is to facilitate consistent, clear, and frequent communication between families, administration, and staff.
2. **Talent Development/SIP:** Angie Arnold, Tim Showalter-Loch, Joel Stensrud/Ania Ritter (Merry Tilleson, Jan Parrish). Focus is to review the School Improvement Plan (SIP) and enhance talent development planning and implementation.
3. **STEM:** Lisa Legrand, Gwen Spurgat, Seth Paradis, (Theresa Harich). Focus is to further incorporate STEM into all areas of LHCS.

Discussion Points/Preliminary Site Council Goals:

The following ideas were brought forth:

- School Improvement Plans (SIP), staffing needs, budget allocation – all will need Site Council review and approval. Request was made for Site Council members to have access to proposed budget, SIP, and other documents prior to vote date.
- Use gdocs as a way to exchange/edit documents and calendar important site council milestones.
- Create usable up-to-date database of parents/parental skills that could be drawn upon.
- Improve flow of ice cream social/middle school orientation so both are more welcoming especially for new families.
- Need for more consistent communication with PTA

- Request for parent Q & A forum(s) with principals. Jan Parrish has already set this up for Lower Campus.
- Need to examine models that may aid in administration of the two campuses due to growing student populations and the movement of 3rd grade to LC in Fall of 2013.

Other Site Council Roles and Tasks:

- Tim Showalter-Loch agreed to serve as Webmaster
- Heather Legris agreed to take minutes for 2012/13
- Lisa Legrand agreed to set up Google Docs for easier document sharing between Council members.
- All subcommittees were encouraged to meet as a small group prior to the 9/18 meeting to further discuss/come up with actionable items.

Next meeting: Tuesday, *September 18, 2012* 5:00-6:30