

**Lake Harriet Community School Site Council**  
**September 18, 2012 Meeting Minutes**

**Members in attendance:**

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

**Administrative Business**

- Council voted to approve Tim Showalter-Loch as Webmaster and Heather Legris as Secretary
- Council voted to approve May 2011 and August 2012 minutes

**Safety Update**

Mary discussed that many kids are showing up very early before school to play on the playground. This is creating a safety issue as they are unsupervised. In the next Connection, Mary will ask that parents please be aware of this situation and discuss it with their children. She also will ask parents to either refrain from sending their children to school prior to start time or to provide supervision if their children will be onsite.

**Facilities Updates (Mary):**

- 70 new royal blue wide lockers have been installed. The rest of the needed lockers will be installed this summer.
- Communication system for classes meeting in the cafeteria: A temporary system will likely be installed prior to a more permanent system.
- A/C for the computer lab: no new information on this

**Construction update (Jan):**

- Project manager feels the project is close to being on schedule
- Power will be shut off in the immediate neighborhood from 5:00-11:00 p.m. today (9/28)
- There are 41 pilings left to install. This should be done by Sat 9/22

**SIP Planning and Update (Merry, Jan):**

- Publishing date for lower campus and upper campus SIPs is not available yet but it is known publishing date will be after the 9/26 SIP workshop.
- Merry explained that the SIPs will need to meet the strategic goals of Zone 3.
- SIP will be due around MEA
- Caroline will assist in getting key SIP dates (writing period, review period, etc) on the Site Council Google calendar.

**Communications Committee Update (Toni, Heather, Maggie):**

- Toni discussed making an on-line document that outlines key dates/points of contact a student encounters during the path from K through 8 (e.g. kindergarten picnic, conferences, middle school orientation, etc.). The plan is to place a link to this on the school website. A link to other helpful resources such as SWAC, park program information, Rec Plus, SW Journal, SW Mpls Patch will be included.

- The parental skills database was discussed. Teachers and administrative staff could use this type of to identify volunteers to assist with specific projects. This list would include only those who are willing to volunteer. However, the current system of emailing volunteer needs may be adequate and this database could be time consuming to create. It may be more useful on a classroom by classroom basis.

**Curriculum Night (all):**

- The decision has been made to proceed with Curriculum Night.
- It will be held on three separate dates by grade level: grades 6-8 on Thurs November 1<sup>st</sup>, grades 3 to 5 on Thursday November 8<sup>th</sup> and grades K to 2 on Thursday November 15<sup>th</sup>. This is to optimize the chance parents with children in multiple grades can attend for each of their children.
- An on-line form will be created for parents to submit questions they would like teachers to address at Curriculum Night. Parent contact information will be included on the form so teachers can answer any questions that don't get addressed on curriculum night. This form will be made available on the website after October conferences.
- Mary will place a notice about curriculum night(s) in the 9/25 Connection. She will include a reminder that conferences are the time for parents to bring up specific questions about their child.
- For 2013/2014 it is likely the format of the Ice Cream Social will be revised to include Curriculum Night.

**STEM (Gwen):**

- Gwen provided a brief update on the STEM subcommittee. She has been working closely with the GEMS and GISE program. GEMS and GISE almost lost funding this year at Lake Harriet and funding is in danger for next (and subsequent) years. This program serves 90 kids. There are five parents helping with six of the teams.

***Next meeting: Tuesday, October 23, 2012 5:00-6:30***