Bret Harte Elementary School
1556 East 56th Street Chicago, Illinois 60637
Charles Bright, Principal
Shequitis Shelton-Turner, Assistant Principal

Local School Council Virtual Meeting Via Zoom
Tuesday, September 20, 2022, 6:15pm

Approved Meeting Agenda items are listed with meeting minutes noted below.

1. Call Meeting to Order by Chairperson, Erica Walker at 6:23pm
2. Roll Call by Chairperson, Erica Walker
    a. Present: Charles Bright, Kristina Lawson, Aiko Hibino, Kara Hill, Stacy McDavis, Kristin Woods, Joe Kurstin
    b. Absent: Kendrea Williams, Keeshawn Romero
3. Approval of Agenda
    a. Motion to approve Agenda by Mr. Bright; second by Joe; approved by all
4. Approval of Minutes from Previous Meetings
    a. Motion to approved meeting minutes from 8/16/22 by Aiko; second by Kristin; approved by all
5. Announcements of Guests
    a. Tasha Fisher, parent
6. Public Comment - none
7. Reports - Principal's Report and CIWP – Current School Enrollment is **329** students
    a. Champions Staff Excellence
        i. Held a Kickoff to Kindergarten program in July (4-week CPS sponsored program)
        ii. Hired 3 classroom teachers:
            1. Anna Al-Sayed (4th/5th grade math & science)
            2. Grace Sturtz (4th/5th grade reading & social studies)
            3. Paige Richardson (1st grade)
        iii. Hired new Multi-Tiered Supports & Services (MTSS) Leader: Ashley Lanfair
        iv. Hired one new special education classroom assistant (SECA): Kayla Farmer
        v. Created a Harte Hiring Team to screen and interview candidates for assistant principal position. Reviewed over 30 resumes.
            1. Selected and interviewed top 5 candidates virtually with in-person interviews scheduled for consensus top 2 candidates. Shequitis Shelton-Turner as Harte's new assistant principal.
        vi. Continuing to interview for 1 position: 2nd grade
        vii. Scheduled meeting with University of Chicago's Neighborhood Schools Program for U of C volunteers
        viii. Updated Staff and Parent Handbooks
        ix. Planning session with University of Chicago's Neighborhood School Program regarding tutoring and other supports (bicycling, foreign languages, robotics, and chess)
        x. Requested and received funding for 1 new SECA (special education classroom assistant). Will begin the interview process next week.
        xi. Completed the staffing for 1 new teacher - Zach Isaacs (2nd grade)

    b. **Creates Powerful Professional Learning Systems**
        i. Teachers and staff currently participating in opening week of professional development
        ii. Assigned mentor teachers for our first-year teacher (Anna Al-Sayed) and will be assigning mentor teachers to veteran teachers who are new to our building (Paige Richardson, Grace Sturtz, and Ashley Lanfair)
        iii. New Master Schedule includes common planning time for teachers
        iv. Teacher teams will participate in weekly common planning meeting time and staff members attended an ILT district Training
        v. Google Classroom was created for staff resources and lesson plan submission
        vi. Ms. Lanfair will survey the staff regarding MTSS practices and share MTSS strategies with the staff on Friday 8/19 and Mrs. Pitterson will share best practices in mathematics on Friday 8/19

vii. Weekly staff newsletter is sent out on Sunday with action items and important information about the week ahead.
viii. Completed an instructional learning walk with Network 9 (Deputy Reynolds and Ashley Keine - Instructional Support Leader)
    1. Strengths
        a. Evidence of student tasks being aligned to the objective Warm classroom environments
        b. Classrooms had posters to support learning
        c. Mostly clutter free
        d. Evidence of lesson planning
    2. Growth Area
        a. Classrooms need schedules that breakdown the learning activities for the day (delineated schedules)

c. College and Career Culture

i. Begun preliminary discussions with Ms. Goosby about organizing a college and career fair sponsored by Delta Sigma Theta sorority
ii. Recruiting high schools for this year's High School Fair (date to be determined). Dr. Craig is a member of the planning committee. HS Fair is scheduled to be held at Dunbar High School.
iii. Sports programs underway:
    1. Volleyball (started practicing last week. Won their first game by forfeit last Saturday.)
    2. Basketball (practice started today. The schedule hasn't been released yet)

d. Empowers and Motivates Families

i. Sending out the back-to-school letter tomorrow to families via email and Remind
ii. Holding Ice Cream Social with a DJ this Friday from 1-3 pm with support from Friends of Bret Harte, Hyde Park Neighborhood Club, and WestPoint School of Music
iii. Free swag for families: Harte t-shirts, Harte water bottles, and Harte bags, plus free ice cream thanks to donation from Park Community Church
iv. Held 2-week football camp led by Mr. Tharps (PE teacher)
v. Outreach to families about PreK program (38 of 40 spots have been filled)
vi. Continuously updating contact information
vii. First PAC (Parent Advisory Council) meeting is scheduled for Thursday, Sept. 29th at 5pm

e. Relentlessly Pursues Self-Disciplined Thinking and Action

i. Attended the Network 9 Back to School Event at DuSable HS
ii. Attended the 2-day Network 9 Leadership Meeting
iii. Attended CPS Legal Conference (virtual)
iv. Enrolling 2 staff members for safety care training on Oct 5th
v. Completed allergen safety drill
vi. Completed 1 home visit to support family in need
vii. Participated in two Professional Learning Communities:
    1. Grading for Equity (reducing student failure while improving student outcomes and establish school grading practices)
    2. School Budgeting (Program codes, budget preparation, and alignment to CIWP)

f. Comments: Erica and Aiko both mentioned that the report is still missing CIWP information, Mr. Bright said that this information will be updated next month

8. Reports - PAC: 1st meeting scheduled for the last week in September
9. Reports – FOBHE
    a. A lot of new parents expressed interest in joining at the last meeting
    b. Bingo is scheduled for the last week in September, flyers will be sent out
    c. Mr. Schwartz shared information on the scholarship fund that he created, he would like to keep it going
    d. Mrs. Fido raised money for the purchase of a new picnic bench for the schools' playground

    e. Aiko informed Mr. Bright that FOBHE can set aside around two thousand dollars to help with bus transportation for fall fieldtrips

10. Old Business
    a. Nomination and Appointment to Fill the Vacancies
        i. Tasha Fisher expressed interest in filling the parent rep vacancy.
    b. Updates on Back to School
        i. Mr. Bright said that getting back to focus on instruction education with no pressure of state test is very nice
        ii. CPS is providing additional educational supports, Harte will be receiving a math coach
        iii. Having a designated MTSS person has also helped the school a lot recently
        iv. Joe asked when the bask to school night was going to rescheduled and Mr. Bright said that no date has been set yet
        v. Mr. Bright also mentioned that some of online access to educational software has not been the greatest, but things are slowly started to improve again
    c. Updates on Drop Off and Pick Up Traffic
        i. Tasha mentioned that communication to parents regarding the parking barricades could have been communicated better
        ii. Mrs. Hamilton believes that we need an assigned police officer to assist with traffic
        iii. Erica, Joe, and Kristin formed a committee to write a letter to stakeholders informing them about the ongoing issues and requesting more support to assist with traffic control.
    d. Discussion on Parent Engagement Strategy
        i. Erica drafted a letter to send out to parents introducing herself and informing them about the LSC, she requested that the letter be sent before the next PAC meeting
11. New Business
    a. Vote on Fundraising / Budget Transfers
        i. $23,561 was transferred
        ii. $5,261.14 was a line transfer from previous FOBHE funds that will be used towards the purchase of Leader in Me since this programming is no longer being funded by CPS
        iii. Motion to approve budget transfers by Kristin; second by Kristina; approved by all
    b. Discussion on New School Year Transition
12. Set Agenda / Date for Next Meeting
    a. Nomination and Appointment to Fill the Vacancies
    b. Updates on Drop Off and Pick Up Traffic
    c. School Budget & Internal Accounts Explanation by Principal
    d. Tuesday, October 18, 2022, at 6:15pm
13. Adjournment
    a. Motion to adjourn at 7:45pm by Mr. Bright; second by Kristina; approved by all

Meeting minutes by Kara Hill