

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

Local School Council Meeting in Person
Tuesday, January 22nd at 5:15pm

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

1. Call Meeting to Order by Chairperson, Joe Kurstin at 5:24pm
2. Roll Call by Chairperson, Joe Kurstin
 - Present: Charles Bright, Dawn Evans, Kara Hill, Joe Kurstin, Stacy McDavis, Kristin Woods, Aiko Hibino, Alpha Hairston
 - Absent: Sam Nolan, Ashley Lanfair – attended the meeting online
 - Keeshawn Romero – informed Mr. Bright that wanted to officially resign as parent rep
3. Vote to Approve Agenda
 - Motion to approve by K. Woods; second by C. Bright; approved by all
4. Vote to Approve Previous Meeting Minutes
 - Motion to approve December meeting minutes with approved edits by S McDavis; second by D. Evans; approved by all.
5. Announcement of Guests –
 - Shequitis Shelton-Turner, Assistant Principal
6. Public Comment – None
7. Reports - Principals Report - **Current School Enrollment is 354 Students**
 - **Domain 1 – Organizational Leadership**
 - **Mrs. Evans and I attended CPS’s Distributed Leadership Conference. It was a full-day training on Jan. 18th. We were able to collaborate with other school leaders, participate in interactive workshops, and gain a deeper understanding of distributed leadership.**
 - **Our Instructional Leadership Team (ILT) attended CPS’s virtual ILT workshop on December 18th. We took a closer look at student data from the Cultivate Survey and planned next steps on what to do as an ILT.**
 - Alderman Yancy visited the school on Dec. 4th. We focused most of our discussion on the newcomers at Harte and traffic. Alderman Yancy mentioned that he has been caught in some of the morning traffic at Harte. He would like to support us and has offered to discuss this in more detail. He said he would order traffic horses with his name on it. He didn’t share much new knowledge regarding our newcomers. I shared the struggles we’ve faced, but noted that our staff doesn’t want the students to have to leave and start over at a new school.
 - Our middle school science teacher, Adam Schwartz and I met with Shaz Rasul, from the University of Chicago to discuss a partnership to add 4 more University of Chicago science majors to improve science. We identified Human Anatomy as a schoolwide unit we work on with the goal of having a schoolwide presentation done by students and U of C students for students and families in March.
 - Distributed 1st Quarter Progress Reports
 - Held Professional Development Day meeting with teachers.
 - Conducted the Network 9 Rigor Walk on Sept. 16th. We observed 9 classrooms looking for evidence of learning targets and level of rigor in student work and learning objectives. 7 out of 9 classrooms observed had strong evidence of learning targets being aligned to Common Core Standards. Most classrooms had all adults intentionally engaging with students to support learning. The culture of the building and classrooms is warm and welcoming to ALL students. An area of clear growth was 6 out of 9 classrooms had rigor at the retrieval level. As a result of the Rigor Walk, we have created additional support during grade-level meetings on

Standards-Based Instruction followed by professional development of increasing rigor in classrooms.

- Became the second school in Chicago to partner with Young Eisner Scholars. Three sixth graders (Ryan Thorton, Valery Davila, and Okikiola Abiola-Fagba) - selected to receive mentorship from 6th grade through college.
- Held a Kickoff to Kindergarten program in July (4-week CPS sponsored program)
- Held Summer OST programs for students including gardening, cooking, art, computer, cheerleading, science, basketball, algebra, math and reading tutoring.
- Hosted CPS Summer Bridge Program for Harte, Kozminski, Reavis, and Woodlawn
- Updated Staff and Parent Handbooks
- Attended the 2-day Network 9 Leadership Meeting
- Attended CPS Legal Conference (virtual)
- Lead opening week of professional development for staff. Included sessions on best practices for working with students with 504s and IEPs, MTSS best practices, and classroom management techniques. Teachers were also given an additional day to prepare their rooms for the 1st day of school.
- **Domain 2 – Instructional Core**
 - **Began I-Ready/Star 360 testing for students in grades k-8.**
 - **Started Spanish classes on the week of Jan. 15th. Each week, students will receive 30 minutes of Spanish instruction from Lango.**
 - **Held a professional development session for teachers on Dec. 22nd. The focus was on newcomer support.**
 - **Attended a principal calibration training for rigor walk fundamentals on Jan. 9th.**
 - **The PreK team received the Silver Circle Quality Rating from ExceleRate for the 2022-23 school year.**
 - AP Turner and I have begun our REACH teacher evaluations. We conducted two observations together to calibrate scoring.
 - MTSS team met with Envision reps to discuss intervention materials at Harte.
 - Counselor Craig organized the Network 9 High School Fair at Dyett High School on Oct. 13th that brought over 20 high schools for students to learn about. Bret Harte's 8th graders and some 7th graders attended.
 - 8th graders completed the CPS High School Admissions Exam on October 11th.
 - Began BOY I-Ready/Star 360 testing for grades k-8
 - Conducted Network 9 Landscape Walk to observe teacher standards and student work on 9/7
 - PreK, 1st and 2nd graders will receive Spanish classes (preK will receive Spanish classes twice per week)
 - New Master Schedule includes common planning time for teachers.
 - The New Master Schedule for the first time also gives middle school students and opportunity to choose a class for enrichment/intervention (reading, writing, social studies, math, or science)
 - Will begin Spanish classes (Lango) for PreK and 2nd grade students next week (once per week)
 - Teacher teams will participate in weekly common planning meeting times (beginning next Tuesday)
 - Created Google Classroom for staff to access all school related materials.
- **Domain 3 – Culture and Climate**
 - **Distributed 2nd quarter report cards on Jan. 12th.**
 - **Held 2nd Quarter Awards Assembly on Jan. 19th.**
 - **Held Winter Assembly for parents and students on Dec. 20th.**
 - Completed 2nd and 3rd fire drills as well as the bus evacuation drill.
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- Our Culture and Climate Team organized our first STEAM Day. Classes participated in activities in science, technology, engineering, arts, and math. I was able to observe preK students making butter from milk, making bread from scratch, and then cooking bread with butter.
- Dr. Craig and I both participated in training sessions and Harte is now the first Network 9 school to join the Care Portal which helps families get much needed clothing and supplies from churches. Park Community Church is our main church.
- Held our PAC meeting on Nov. 29th. The PAC will be hosting a hot chocolate bar on Dec. 21st for students and Harte families.
- Our preK, 2nd grade, and middle school classrooms attended the Hyde Park School of Dance's version of the Nutcracker on Friday, Dec. 8th.
- 4th and 5th graders went on a field trip to the Adler Planetarium on Thursday, Dec. 7th.
- Held two Culture and Climate team meetings to discuss 1st Quarter Honor Roll Assembly, plan activities for Hispanic Heritage Month, and evaluate progress on Second Step integration in classrooms
- Middle school students attended STEM field trip to MLK Skating Rink on Sept. 21st
PreK students visited Johansen Farms for a field trip on Sept. 15th.
- Attended PPC (Professional Problems Committee) meeting on September 21st.
- Held our PAC organizational meeting on September 27th.
- Held Open House for parents on 8/30
- Website photoshoot (including aerial pictures) for new website taken on 9/1
- Welcomed over a dozen migrant Venezuelan families from the Lake Shore Hotel
- Held Back to School Bask last Friday from 1-3pm
- Free swag for families, Harte t-shirts, Harte water bottles and Harte bags
- Free ice cream and animal balloon making for students
- Contracted with Educational Networks to build a new website from the ground up. The photographer will be here to take an arial shot of the outside of the building plus they will take pictures of the inside of the school.
- Outreach to families about PreK program (38-40 spots have been filled)
- Continuously updating contact information
- **Domain 4 – Talent**
 - **Sheyla Aguirre started last Monday as a bilingual teaching assistant. She is assisting students in overcrowded classrooms including kindergarten, 3rd, 4th, and 8th grade.**
 - **Christina Smith started last Monday as a ½ time English Language Learner specialist. She will be working with teachers to develop their ELL instructional techniques and work with our bilingual students.**
 - **Hired Maria Heard as a support staff team member. She will be supporting classrooms as needed and providing recess and lunch support.**
 - **Reviewing resumes to fill the special education teacher position available when Ms. Williams transitioned to Phillips High School**
 - Hired FOBHE President, Ebony Williams, to join us as a support staff member.
 - Conducted interviews for a bilingual teaching assistant position to reduce class sizes. Have identified a candidate but am waiting for her to finish some training sessions before she begins. I'm hoping to have her join when we are back from winter break.
 - Have offered an additional support staff position to Haydee Guterrez. She is from Venezuela and is bilingual.
 - Mariachi band performed for preK-8th grade students from 9-11am on Oct. 17th.
 - To support our migrant families, we are holding a Clothing Drive that is ending Oct. 17th.
 - The Chicago Fire Department spoke to preK-4th grade students about Fire Safety. Survive Alive Training for preK-4th grade students.
 - Received 2 new Special Ed classroom teaching positions. Currently searching for candidates

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- Appealing for additional teacher support for rooms 105 and 201 which are over the CTU class-size limit.
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- Hired new Lead Coach: Dawn Evans
- Hired full-time security officer: Sherwin Jarvis
- Hired 3 classroom teachers:
 1. Jon Ehlinger (middle school math)
 2. Denara Watson (PreK special education teacher)
 3. Donte Stephenson (PE)
- Hired new Multi-Tiered Supports & Services (MTSS) Leader: Megan Johnson
- Hired one new special education classroom assistant (SECA): Janice Harrison
- Requested and received funding for 1 new special education classroom assistant (SECA) for grades k-2. Will begin the recruiting process next week.
- Two staff members: Dorah Floyd (SECA) and Maria Heard (support staff) are completing their onboarding.
- Assistant Principal Turner moved her office to the 2nd floor to provide admin support to that floor.
- Comments:
 - Bret Harte received results from the student cultivate survey
 1. Students believe that the lessons taught in school are very relevant, and students also appreciate the Self-Efficacy lessons taught in the classrooms
 2. Areas of improvement include risk taking, belonging, and having a growth mindset.
 - Aiko asked how the volunteers are going
 1. Mr. Bright said that some of the teachers don't want random help, they are requesting a more structured schedule, so Diana will be working to create a google form for volunteers to sign up and the school will send it out to the staff who want assistance during the daytime also to our parents who would be interested in receiving additional assistance afterhours.
- Reports – PAC
 - The Hot Chocolate Bar activity for the students was well received.
 - The January meeting has been scheduled and updates will be provided at the next meeting
- Reports – FOBHE
 - Giving Tuesday and EOY mailing campaign is up to \$7000!
 - The fundraiser held at Roti raised \$85
 - Also the purchase of Reflex (math teaching tool) was approved, FOBHE and the school will be splitting the cost of this new software.

8. Old Business

- Traffic Control / Security Guard Updates
 - Mr. Williams, parent, is still working on ways to gather support from other parents to act as crossing guards. The goal is to close a lane on Cornell and make 56th one way only for 30 mins during peak traffic season.
 - Mr. Williams is having his shop class create new horses for the school
 - No new updates on the personalized horses that alderperson Yancy said that he would get the school
 1. Mr. Bright said that he would follow up on this.
- New Student Updates
 - Joe drafted a letter on behalf of LSC to the city expressing how relocating students in the middle of the school year is detrimental to the entire school community.
 - 3 other LSCs have agreed to sign our letter as well, Joe will email the approved letter to the Chicago LSC network to see if any additional schools that are not on the southside want to sign as well.

1. Motion to approve letter J. Kurstin; seconded by A. Hibino; approved by all
9. New Business
- Vote to Approve Budget Transfers
 - Motion to approve \$20,909.88 in transfers by K. Woods; second by D. Evans; approved by all.
 - Upcoming LSC Elections / Principal Evaluations - Action Item: Formation of sub-committees as needed.
 - We still need 3 judges to oversee our LSC elections
 - Joe, Kristin, Dawn, Ashley, Kara and Alpha volunteered to work on the Principal Evaluation sub committee
 - Deadline Goals
 1. February LSC meeting, approve survey for teachers, staff, and students – and email this out
 2. March LSC meeting – work on pushing people to complete survey
 3. April LSC Meeting - approve the Principal Evaluations
 4. MAY 1st - Principal Evaluation are due
10. Set Agenda / Date for Next Meeting – all meetings will begin at 5:15pm
- Tuesday, February 20th at 5:15pm
 - Principal's Report/ CIWP Report / FOBHE Report
 - Traffic Control / Security Guard updates
 - New Student Updates
 - Fundraiser/Budget Transfers
 - Upcoming LSC Elections / Principal Evaluations
11. Adjournment
- Motion to adjourn at 6:16pm by A. Hibino; second by K. Woods; approved by all

Meeting minutes by Kara Hill