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| **President** | **Treasurers** | **Co-Secretaries** |
| Anne Dodge  Seema Radhakrishnan - *VP* | Wayne Miller  Tim Whitney - *Assistant* | Matty Eyler  Mags Hefferon |
| **Fundraising Chairs** | **Community Events Chairs** | **Communications Chairs** |
| Shannon Fitzgerald  Marc Frost | Christina Hayford  Jessica Zadaka | Kimberly Weisensee Brown Erika Olson |
| **School Representatives** | | |
| Emilie Knieriemen *- Teacher*  Aurora Proudfoot *- Teacher*  *- Principal*  Dr. Joshua Marburger *- Assistant Principal*                                        Rotating Representative - *Local School Council Member* | | |

Minutes for NPTO Board Meeting on February 13, 2024, 2024 at 6:30pm

The meeting took place at Seema’s house and via Google Meet. It was called to order at 637 pm. Attendees present were: Anne Dodge, Seema Radhakrishnan, Wayne Miller, Mags Hefferon, Shannon Fitzgerald, Matty Eyler, Anna Piepmeyer. Remote: Erika Olson, Kimberly Weisensee Brown, Kelly, Dr. Joshua Marburger, Coach Hannah, Ms K, Aurora Proudfoot

1. Approval of prior meeting notes- approved
2. Approval of meeting agenda- approved
3. President’s Report (Anne/ Seema)
4. Dr. Marburger introduce and discuss Smart Pass- Ms Giordano found out about the system at a conference. It is a digital hall pass and will be used as bathroom management system. Allow staff to monitor how many kids are going out or currently in the bathroom so helps keep too many kids in the bathroom. It is on the ipad- Quotes change weekly the last one was rest of this year $1151.15 and next school year. They are not a current CPS vendor so cannot come out of the budget. Erika- what is the reason for needing this. Josh- 5th-8th so they can track who is going to prevent bullying and safety and tracking if there are kids going bathroom every period and asses if there is an issue. There have been issues with vandalism ie clogging drains. This way if something happens they have a digital read out of who was in the bathroom during the time period. Erika- Where is it stored? Josh- In Smart pass and download the reports and then Behav health team will access and interpret data. Is it wiped? The data is not stored long term on Smartpass but once they download it the behavior health team will store it. Erika- are there any other schools who use it? La Salle uses it. Erika- Want to make sure that we protect privacy. Josh- Not first level identify info. Erika- Have we reached out to La Salle? Josh- Yes Principle Graves brought it in and had all positive feedback. Erika- will there be any issues with kids using preferred bathroom? Josh Ok with preferred bathroom. Erika-Is this something we need to share with parents? Josh yes if it is implemented. What are the other staffs feeling regarding it? Josh- Teachers think this is a good idea at December meeting. Current method is the student signs out on a sheet and difficult to read at times and track. After questions were completed Anne Dodge motioned to approve $1150 procurement of smart pass platform only for this year and next year. Seconded Seema, Motion passes

-Josh was thanking the NPTO for supporting the vendor who came to the last staff meeting. The presenter was very helpful in providing examples on how to incorporate the arts and integrate it into the curriculum.

-Anne asking about Laurie, AIC is there but Josh has been utilizing her to help her with communications and revamp new family communications, stallion sentinel.

1. Parting gift for Yasmeen- NPTO up to $200 to spa per Anne’s request and we all agreed that would be nice.
2. Update on Principal Selection process- Anna- LSC going as quickly as possible. Certain steps they have to do: trained by CPS, write a job description and post on CPS website, internal candidate site and candidates deadline 430 tomorrow 2/14. The description will come down and they will receive resumes, eligibility screening candidates are sent. LSC get them next week and have a rubric to review the resumes individually. Then together they have a confidential review, name and number and recorded so that way to avoid bias. After all the resumes are reviewed they can then offer contract to a candidate or interview and hold public forums for community and parents to meet the get to know some of the candidates. LSCs is giving out survey to get the idea from parents. They are not allowed to disclose anything about candidates because they sign confidentially agreement. Process can be hard for the teacher reps. Wayne- will there be interviews? Anna- if there are multiple people worth engaging then there will be public forums, there were three candidates (3 rounds and then did walk through of the school, panel and then vote on selection the last time a new principle was hired. Three Surveys has been sent out: parent, teacher and student. They are short surveys but currently only 60 respondents. Anna is asking for board to please do the survey and encourage the parents. Trying to get more information so they can make the best selection possible. Kim- Will be sent out next week. Keep the parent survey active until parent party. Erika- Maybe Indicate to families regarding percentage who have competed the survey to help encourage them to have their voices heard. General question regarding where the info regarding new principle is located on the website? Kim- School website click on parent selection looks like a flag on the main page of website. Maybe send a survey out saying I trust the process.
3. Ms. K's computing proposal-approval to purchase 3 Macbook's for $3,947 written proposal attached: 2 lap tops and one desk top. They received new equipment from a grant at the start of the school year but the new equipment cannot be used to full extent on PC and requires apple products. These will mainly be used for 5-8th grade electives, Seema- value add to program? Ms K- Art- Ms Shroyer will start photography electives Ms K has new keyboards to use with garage band and the work will be stored and produced, Mr. Kimmel -stage lighting set and learn to program lights and the software needs new imac Erika- arts use mac systems Wayne are there other accessories needed? They have the other stuff but need the IOS. Seema- implementing benefit? Allow to increase elective options, cannot do music production class until have a computer to store the work. Each have ipads but PC that cannot merge with the two. Ms. Shroyer has multiple SLR cameras for them to use and the computer will allow them to use programs to edit photos. Seema have you used the platforms before? School visit to art schools in Nov and one was Ravenswood has an imac and scanner and they were using the computer the whole hour. Anne motioned to approve from gen undesignated bucket request up to $4500 for the computers, Matty seconds. Passes

5. Mr. Tim Whitney proposing updated language to our bylaws, re board election process: Update of Bylaws Section 3:

Section 3. ELECTION. Directors will be elected by the Board of Directors at the annual meeting or, if not elected at the annual meeting, at a regular or special meeting as soon thereafter as practicable. A minimum of one month in advance of the election, the Board of Directors shall advertise and solicit applications for available director positions. The Board shall interview applicants and nominate one applicant for each available director position. If the Board of Directors does not elect the nominee selected, the Board may nominate another applicant for election. Directors elected at the annual meeting or at a regular or special meeting before the end of the fiscal year shall take office at the beginning of the fiscal year. Directors elected at a regular or special meeting after the end of the fiscal year shall take office at the conclusion of the meeting.

Seema – clarify board proper and there has not been a need to find external people to help select. Seema and Anne- had to be interviewed and were worried that it would no longer exist. The bylaws can change at anytime if needed in the future. Kim- cap on the number of the people and how do sub committees work within the board. Seema –additional responsibility than a sub committee, fiduciary responsibilities, voting etc Anne when we look for help they state I do not want to be on the board but want to help. Anne vote to change bylaws second by Shannon, passed

1. General succession check-in - next steps- will be discussed next month
2. Treasurer’s Report (Wayne/ Tim): see attached. Filed with the state of Illinois $1500/ month from the CD, collected more helping hands with matches so total- about $140k, Coach Hanna will be starting Walmart

1. Fundraising (Shannon/ Marc)
2. Parent Party 2/24/24
3. Parent Party 2/24/24
4. New venue: Platform 47 family owned.
5. Will circulate ticket list day of meeting- current 80 people

Ticket sales through 2/19/24 - goal of 150 attendees, if worried about social gathering can find a different role if do not want to socialize then maybe have a task. Tickets need to be bought by Monday. Info at the share out will also be at Share Out on Wednesday

1. 60 auction items including class baskets and teacher experiences- Have Laurie and push with room reps and on socials. Let people know what is going to be at the auction.
2. Finalize volunteer of the year voting- voting will be via email tomorrow
3. Stallion Stampede 5/17/24
4. Hand out sponsorship sheet to all – will send it along via email
5. Jillian working with Coach Hanna on day off format to include all grades and sensory issues
6. Launch fundraising sites week 4/15/24- it will be by grade- two people will help building the site
7. Community Events (Christina/ Jessica)
8. Open Gym Recap- 3rd- 40 kids and led a craft for LNY working on plans for March
9. Grade Level Events Update- currently 2nd and 5th  will be meeting at Gil Park rec room. And second grade figuring out plans
10. Support/Events for parents of neurodiverse kids- aware if there is something we can do to help or resources. Mags- husband Matthew is a clinical neuropsychologist and will send Jessica contact information for him if she wishes to proceed.
11. Communications Update (Erika/Kim)

1. Merch sign for LVECC storefront <https://www.canva.com/design/DAF8gK4AyM0/ShiGWAsI6sNXc9dDuRRg5w/edit?utm_content=DAF8gK4AyM0&utm_campaign=designshare&utm_medium=link2&utm_source=sharebutton>

Kim- can I get petty cash to print?- grow money and help enrollment, Maria first year mom checked with LVECC to see if we could sign up there. They said yes. The cost for the posters are less than $50. Matty- also put a coop and on alderman door. Kim- wants to Pull out some vintage stuff, She has talked to Tom who owns some buildings on Broadway and he stated there is an active facebook group for alumni that may want to buy retro style merch as well as reach out for them for support. Josh- Historically Nettelhorst has two things from The New Deal works project. The living new deal website indication on the map where new deal historic site are located: in 205 at the top of ceiling from New Deal and the Mural done by Rudolph Weisenborn, Contemporary Chicago, 1936. Kim maybe we can think about Open house Chicago and getting on their list next year.

2. Comms putting together spring comms schedule with key events

3. Comms strategy and scalability solution in progress - need to discuss 2024/2025 comms people (I need help)- Chicago is going to have the elected board potentially on Nov ballot and Kim states she is going to start running our district, unpaid school board she has a campaign manager District 4 is from North ave to uptown and west to the river, there 31 schools and 20k kids in public and charter schools. Want to make sure they are funded and accessible for all kids. If she wins she will resign to avoid conflict of interest. Lack of representation on south and west side to advocate for those students if the board knows anyone in those areas who could run.

4. Data Sub-Committee: have had 2 meetings and emails/activities. See attached meeting notes

Next meeting will be March12, 2024. Meeting adjourned at 8:14 pm