



FOLPHS OCTOBER MEETING
MEETING MINUTES: 10.11.2022
In-person/LPHS Room 103 (Community Room)

www.FOLPHS.org

FOLPHS@gmail.com

Welcome and Call to Order: 6:38pm

Officer's Reports

Principal report: Dr. Steinmiller- not present

Sabrina provided updates on behalf of Dr. Steinmiller. All remaining scheduling issues have been resolved, including prior capacity constraints. Reminder that PSAT is tomorrow and is an attendance day for all grades. New College/Career Coach Counselor has been hired and starts in next couple weeks. We are already hearing positive feedback regarding new Athletic Director. Please spread the word that LPHS is looking to hire at least two Girls Basketball Coaches and would like to identify a corporate sponsor for Robotics team.

President report: Sabrina Spitznagle (Voting member) – no formal report – dedicate time to committee discussion

Vice President report: Kristen Feurer (Voting member)- no formal report- dedicate time to committee discussions

Treasurer report: Ellen Zickman (Voting member)- no formal report- dedicate time to committee discussions

Secretary report: Sarah Portugal (Voting member)

Sabrina will send out September minutes via email. Please respond so we can approve minutes and publish on FOLPHS website.

Committee/Director Reports:

Open House - Beth O'Connor and Michele Berman (Voting members)

Beth and Michele are in the process of finalizing all plans for Open House scheduled for Nov. 5th from 12:00-4:00pm. Specifics discussed:

- Event is being publicized on marquee, CPS website, LPHS website and social media.
- Open House will include Welcome/Overview, 3 different curriculum sessions (IB, HH, H), Education Action and Clubs. Note: LPHS will use HH to be in sync with CPS.
- Beth and Michele partnering with Indira to update schedules for printed documents. QR code will be leveraged to gather contact information on prospective families.
- Need to confirm LPHS pen/paper "giveaways" with Ms. Theus.
- Kristen confirmed that there are plenty of LPHS circle logo/blue volunteer t-shirts available.
- Ordering new banner.
- Confirmed table inventory to set up clubs and athletic teams in mall area. Suggestion to partner with Ms. Theus and reference "Clubapalooza" event to sketch out mall area map for Facilities. If inclement weather, will move club tables to main gym.
- Sabrina will partner with Beth and Michelle to update Sign Up Genius from last year. Volunteer opportunities include set up, decorations, directing traffic flow, managing entrance, assisting clubs, etc.
- Suggestion to mirror Homecoming best practice to set up 10 min Zoom call with volunteers to go over plan. Record and embed in Sign up Genius as reference.
- General discussion regarding chair availability for session in Freshman gym. Event would require 250-300 folding chairs. Estimated rental cost of \$1,500 vs. purchasing for \$3,000. Multiple people researching to determine best resolution including:
 - o Ellen to research 2019 financial records to identify any expense related to chairs.
 - o As member of LSC Facilities committee, Brad will partner with Dr. Steinmiller and Facilities to confirm LPHS total chair inventory as well as potential basement space to store chairs should they be purchased.
 - o Eury will contact Old Town Triangle Association to see if they would loan.

Fall Fundraiser/Pledge Drive- Sabrina Spitznagle and Suzanne Rovner (Voting members)

Thanks to those of you who attended party to kick off fundraiser. Pledge drive is currently at \$11,620 with goal of \$80,000. Specifics discussed:

- Positive feedback regarding LPHS swag as incentives at party and for donors. Great incentives coming up!
- Fun fact: Josie Phelps won cameo video from Dr. Steinmiller!
- Appreciate anyone sending Pledge Drive information to friends and family and/or sharing on personal social media. Committee to follow up with Mr. Hardesty to make sure Pledge Drive is visible on marquee.
- Suggestion from Dr. Steinmiller to video faculty and staff using Smart Boards and link to future Pledge Drive communications.

- Brad Kessler will share with his neighborhood community as well as send to Lincoln Park Chamber of Commerce to see if they will publish in newsletter.
- Donations made via Neon will automatically receive tax information as well as update financial “thermometer” but not donations via Zelle. Sabrina and Suzanne to partner with Ellen on Jpeg thermometer builders so updated donation thermometer can reflect both donation channels.
- Donations via Zelle need to have added comment identifying Pledge Drive so Ellen can allocate funds appropriately. Both “thank you” notes and tax contribution form with FOLPHS logo will be manually issued to Zelle donors.
- Committee will identify larger donors from prior years and contact those who have not yet donated this year.
- Tabled discussion on whether Pledge Drive QR code should be printed on poster for upcoming Open House.

Social Committee- Kristen Feurer (Voting member)

Kristen continues to work with Ms. Theus on scheduling and refining social event planning. Great news that moving forward, LPHS will be finalizing all social activities for 2023/2024 in advance. Dates for 2022/2013 school year will be reviewed with LSC committee during Thursday’s LSC meeting. Suggestions are Jan. 21st for Winter Dance, May 20th for Prom and May 27th for Graduation. Exact times TBD.

Diversity, Equity & Inclusion- Venecia Sanchez and Julie Molina (Voting members)

We have cookbooks!!! Venecia and Julie provided printed cookbooks for group to view. Specifics discussed:

- 33 people pre-ordered cookbooks. Venecia and Julie will determine method for distributing.
- Cookbooks can still be ordered via link and will also be available as part of Spirit Wear merchandise at Open House.
- There are a total of three boxes. Packing information will be sent to Ellen.
- Committee will maintain count for Ellen’s financial reporting.
- As reminder, any individuals purchasing in person but paying via Zelle link need to notate “cookbook” and provide confirmation of financial transaction.
- Suggestion to add cookbooks as Pledge Drive incentive and for future cookbook releases, consider incorporating corporate sponsors.
- As a sidenote, if you really want valuable piece of LPHS memorabilia, ask Venecia and Julie to personally autograph your cookbook!

For DEI committee knowledge, Sabrina was contacted about a seminar, “Worries About the World Wide Web,” which is an anti-bullying seminar recently presented at Little Lincoln. She will be discussing with Mr. Golebiewski, LPHS Director of Climate and Culture. This would be in addition to any scheduled DEI spring speaking event.

Community Fundraising- Jodi Torzewski (Voting member)- not present

Sabrina reported on behalf of Jodi. Jeni's ice cream was provided at meeting in coordination with Jeni's fundraiser today. Lou Malnati's fundraiser generated \$842. Fundraisers are being published on both LPHS and FOLPHS webpages, sent out via email and usually visible on various social media pages. Jodi is starting to identify Winter/Spring opportunities.

Spirit wear- Therese Matheny (Voting member)

Therese brought samples of new PJ bottoms. She ordered 200+ in various sizes as they tend to sell out. Zip up hoodies are coming in soon. Next Spirit Wear sale will be next Wednesday (Main building) and Thursday (Freshman building). Spirit Wear will also be available for purchase at upcoming Open House. Suggestion to create bin for families to recycle gently used spirit wear when kids go to college, etc. General discussion on partnering with school social workers and prioritizing no-fee students. Suggestion some inventory could also be retained by school for students who are in violation of dress code.

Faculty and Staff Appreciation- Sabrina Spitznagle and Kristen Feurer (Voting members)

225+ taffy apples will be distributed to faculty and staff on Oct. 20th, "End of Qtr/Report card day." Number was increased to ensure all faculty and staff were included. If anyone is interested in taking over committee, Sabrina and Kristen are open to planning a transition. General discussion regarding Parent/Teacher conferences are not until Nov. 21st, 30 days after report card pick up. This is due to a CPS wide decision to account for week off for Thanksgiving.

Communications- Yelena Spentor (Voting member)- not present

Spring Parent Party- Suzanne Rovner and Kristen Feurer (Voting members)

Discussions regarding a spring parent party will be tabled for future date. There is agreement to schedule later in school year to include incoming 2023/2024 parents.

Social Media- Debra Sitar (Non-voting member)- not present

Marketing and Communications- Rebecca Eden and Indira Williams (Voting members)

Reminder for FOLPHS Board members to send Rebecca head shot and blurb about your student so she can update FOLPHS website. Rebecca is meeting with potential new website contact and will update Sabrina. As Indira is a senior parent, we also need to identify a graphic designer for next year. Committee will be working to update FOLPHS business directory. General discussion about ad prices and corporate sponsorship with suggestion to loop in Jodi and her efforts with community fundraising. Ellen, Sabrina and Rebecca will have offline discussion on use of Neon for ad sales. Group to send any corporate sponsorship thoughts/ideas to Rebecca to determine future opportunities.

IB Liaison- Venecia Sanchez (Voting member)

Venecia will follow up with Ms. Tookey to see if she has finalized a date for the IB potluck. General discussion on opportunity to sell cookbooks at event.

LSC Liaison- Sabrina Spitznagle and Rebecca Eden (Voting members)

Next LSC meeting is this Thursday, Oct. 13th. LSC members expect some public discussion regarding new detention policy. Brad Kessler is part of the LSC Safe and Security subcommittee and was able to provide additional context.

- Committee meets on the first Monday of every month in JJ's office and most recent minutes should be available online soon.
- Per new policy, a total of 5 tardy occurrences leads to detention. Social probation occurs if student does not attend detention.
- First day of new policy, there were 400 logged incidents of tardiness but number had already reduced to 100 by Thursday.
- As context, there are 700 students with 3+ incidents of tardiness. Social workers, counselors and JJ are working directly with students who have chronic attendance issues.
- There was general discussion about students who have a late bus/ train, are having difficulty entering building in morning due to lines or have classes located far away from each other. Ms. Theus is monitoring student traffic in the mornings, particularly with public transportation and ability to enter school timely. The data suggests that those are a minority of the issues, but faculty and staff are allowing more leeway for 1st period occurrences.
- The bulk of tardiness appears to stem from the students who are hanging out in halls/mall area and choosing not to attend class on time.
- Students loitering outside of class during class times is also in direct conflict with school safety protocol.

Personalized Marquee Message- Sabrina Spitznagle (Voting member)

Marquee is averaging 4 messages per week. Continued focus on broadcasting celebratory messages and school events. To maintain reasonable length of scrolling and focus on school, marquee is not being leveraged for any business advertising.

New Business – none

Old Business- none

Open/Announcements

General discussion regarding inaccuracy of LPHS webpage and Athletics page. There are also inconsistencies as to what club/team pages are linked on website. To address these concerns along with other identified communication opportunities, LSC created a Communications Subcommittee. Rebecca Eden is a member of the subcommittee and provided an update.

- LSC Communications subcommittee is comprised of teachers, administration, students, parents and LSC
- Subcommittee have three workstreams: internal communications, external communications, and social media. Note: social media was specific priority identified by students
- Current activities include Stop/Continue/Go evaluations
- Website is in process of a refresh and subcommittee has requested to be a part of that audit process. Website administrators will be assigned to different sections to ensure timely and consistent updates across all sections.
- Parents should also have already seen improvement in newsletters.

Adjourn- 8:04 pm

ATTENDANCE

FOLPHS Board and Committee Members 2022-2023			
Board Members			
President and Teacher Appreciation Co-Chair	Sabrina	Spitznagle	spitznagle98@gmail.com
Vice President	Kristen	Feurer	kastoj@aol.com
Secretary	Sarah	Portugal	scportugal@comcast.net
Treasurer	Ellen	Vickman	ezickmann@gmail.com
At-Large Board Members and Committee Chairs			
Pledge Drive/Brick Donation Chair	Eury	Chrones	Eurydice.Chrones@mac.com
DEI Co-Chair	Julie	Molina	Molina.Julie@gmail.com
DEI Co-Chair	Venecia	Sanchez	Vsanchez88@sbcglobal.net
Fall/Spring Parent Parties Chair	Suzanne	Rovner	rovnerfamily@gmail.com
Marketing & Communication/LSC Liaison	Rebecca	Eden	Rebeccaeden@gmail.com
Marketing & Communications	Indira	Williams	IndiraWilliams312@gmail.com
Spirit Wear Chair	Terese	Matheny	theresematheny@icloud.com
Open House Committee Co-Chair	Michele	Berman	bermansm@sbcglobal.net
Open House Committee Co-Chair	Beth	O'Connor	bethaoconnor@comcast.net
LSC Community Rep	Brad	Kessler	BeKessler@gmail.com
Other Attendees:	Gigi Vicki Jenny	Olmstead Camarena Perez	Gigi.olmstead@gmail.com VickyCamarena@hotmail.com LaughingWithTheKids@gmail.com