

FOLPHS

JULY 30, 2019 BOARD MEETING MINUTES

1) Welcome

2) Officer Reports

- a) **President:** We have experienced a full cycle, and last year was a terrific year, so we want to keep up the momentum. The overview for tonight is to discuss upcoming needs, and we will have a full meeting in September. Robin would like everyone to own something and make it great.
- b) **Treasurer:** The finances are looking great. We are moving to Quickbooks in August and looking to cut some technology and insurance expenses. The pledge drive and corporate sponsors both outperformed targets, which is terrific. We currently have \$ **121,874.63** on hand. See attached report.
- c) **Principal:** CPS actually put more money into our budget, so Principal Boraz did not have to use any FOLPHS funds. He thus is not asking for any money from us right now. We will discuss the budgets for the events below at the next meeting:
 - 1. Teacher Appreciation
 - 2. IB
 - 3. Pledge Drive
 - 4. Fall Parent Party
 - 5. Open House
 - 6. Spring Parent Party

3) **Corporate Sponsorships:** Sara Shacter is heading this up. They raised \$7,000 last year, and they are ahead of where they were last year at this time.

4) **Athletics Booster Club:** Bryan Hansen is heading up the Booster Club, which is a new 501(c)(3) entity. They want to help more than just sports teams and are currently working with other clubs such as the Debate Club and want and plan to work in partnership with FOLPHS. They are sharing Constant Contact, although there will be an opt out feature, as we do not want to burn people out on fundraising. They also are working with coaches and using the team parent contact lists to reach out to people. They want to build better communication, have team parents for each team, and have a more unified / standard approach for how teams get uniforms, etc. They also want engagement from the teams – they will give them the tools to fundraise themselves. The Booster Club is having a social on Monday, August 5 from 6:30-8:30 pm at Ranalli's – the invite just went out.

- 5) **FOLPHS Stationery:** We will be getting new letterhead, envelopes, business cards, etc. with our new logo. We will discuss the budget for this at the next meeting.
- 6) **Curriculum Night / Pledge Drive Kick Off:** We hope to have another curriculum night this year – we are working with Principal Boraz to coordinate and budget. We plan to launch the pledge drive at Curriculum Night.
- 7) **Fall Parent Party:** Suzanne Rovner is planning the fall social. She is waiting to hear from Principal Boraz to confirm the date, and she is considering locations. She is planning to have some food and a cash bar. We would like to have some really good raffle prizes that people can win if they pledge money to the drive that night.
- 8) **Auction Winners:** Last year we auctioned off Principal Boraz's parking spot, and we need to coordinate with the winner. Kristen Feurer agreed to make the sign reserving this parking spot for the winner – thank you! We also need to coordinate with the winners of the 4 front row seats to the band concerts, plays, etc., and make signage blocking off the seats at the events. Eurydice Chrones agreed to do that – thank you!
- 9) **Freshman Quickstart – August 21:** We need volunteers for the day of that event to direct parents and perhaps hand out information.
- 10) **Miscellaneous:** There is a drama parents meeting on September 11 at Casati's. There is an IB potluck on either September 11 or 12.
- 11) **Adjourn 7:00 pm.**



FRIENDS OF LINCOLN PARK HIGH SCHOOL

SEPTEMBER 10, 2019 BOARD MEETING MINUTES

12) Welcome

13) July Minutes were Approved.

14) Officer Reports

d) **President:**

This has been a personally challenging time for me as I am in the process of divorce and have not been fully able to strategize and engage like I am capable of. That being said, I could not be more encouraged and proud of the many board members and volunteers who continue to make a difference for our students, faculty and community. I hope to be on the other side soon and better able to lead this amazing charity. As we start this new school year, with a new interim principal, new school identity and new initiatives, we are poised to harness this momentum and translate it into wonderful community building events and fundraisers that will support and enhance Lincoln Park High School. We have a full agenda tonight as we determine our operating expenses and budgets. This will enable us to determine the exact funds we will be granting back to the school. I am looking forward to working with John and the LSC to continue to help make great things happen here. With that said, let's get started...

e) **Treasurer:** See attached.

15) **Interim Principal's Report:** Principal Thuet said that they are really pushing the rebranding of the school and that they are focused on transitioning all of the outward facing things, such as uniforms. He is working to get up to speed on everything. Amy Khare suggested that it would be great to have a welcome / introduction event where parents could get to know Principal Thuet. Curriculum night could be a great night for that, but it is only for freshman, and it will not be until later in October. Principal Thuet said that he would look into it and look at dates.

16) **New Business:**

- a. **Open House** – It will be on **Sunday, October 20 from 12:00 – 5:00 pm.** It is the same day as Whitney Young’s. Planning is going well, and they are organized. They need someone to coordinate all the volunteers. If anyone is interested, reach out to Bruce.
- b. **Budgets**
- i. **IB** – The proposed budget is **\$1600** for 4 events throughout the year.
 - ii. **Teacher Appreciation** – The proposed budget is **\$13,800** for 8 events throughout the year, including the Senior Lunch, and plus coffee for teachers and staff.
 - iii. **Spirit Wear** – Spirit Wear typically pays for itself and results in a profit, so they do not need a budget.
 - iv. **Drama** – The proposed budget is **\$12,840** for drama picnic funds, the fall musical, the spring show, to repair the drapes (this is the biggest expense), and a few other miscellaneous items.
 - v. **Parent Socials: Fall** – The proposed budget for the fall social is **\$600**, which is a \$100 increase from last year. They are hoping to coincide with Curriculum night and to have a raffle, which will introduce everyone to FOLPHS. They are working on getting a date for the Spring social and on the budget for that.
 - vi. **Open House** – They are still working on the budget and waiting to see how much they will get from Principal Thuet / the school.
 - vii. **Pledge Drive** – Alana Baum sent or is sending the proposed budget to Robin.
 - viii. **School Newsletter Incentive** – The Board voted in favor of the proposed budget of \$500. The \$500 will cover \$25 Starbucks gift cards, which will be used as incentive prizes for teachers to submit content to the newsletter. If they submit content, they will be entered into a drawing to win a \$25 gift card.
- c. **Band** – Jacob Fjare, the Assistant Director of Bands, spoke about the dire need for new instruments. Some instruments are 35 years old and no longer work, which makes it difficult for students to have access to a working instrument of their choice for band. He is asking for \$6900 for this year to get new instruments, and they would like \$84,000-100,000 over the next 5 years (or about \$16,800-20,000 a year) to get all the new instruments that they need. He gave an example of a student playing an

instrument for the first time at LPHS in band and who is now going to major in music in college and is an exceptionally talented player. FOLPHS hopefully can help cover some of their costs for new instruments at least this year with the money we have on hand.

- d. **Pledge Drive** – Alana Baum is leading this. They are going to move away from the 4 T's and focus on the theme of having a public high school that addresses personal goals to try to raise more money. They are trying to figure out the best way to encourage people to donate without turning them off. They think that getting parents involved in some way (even if it is small) will help significantly. Everyone sends their kids to LPHS for different reasons, but we all have something to contribute. They were intending to launch on curriculum night, but that may be scheduled too far out. They want to welcome all families to the unique LP family community.
- e. **Freshman Curriculum Night** – It looks like it will be in later October – they are working on the date.
- f. **Fall Social / Pledge Drive Launch** – Suzanne Rovner is leading this.
- g. **Operating Expenses / Budget** – We did not discuss this.
- h. **Stationery with new logo** – We are working on a budget for this, but we need the stationery and envelopes because we need to mail tax receipts to donors. Christy Bauhs will work on putting together an email template so you can print the stationery and perhaps labels for envelopes when needed.

17) Old Business

- a. **Corporate Sponsorships:** Sara Shacter is heading this up. They raised \$7,000 last year, and they are way ahead of where they were last year at this time. So far, they have raised \$19,500, and they have all the corporate sponsored banners up. They also are working with Sterling Bay on sponsorships.
- b. **Freshman Courtyard:** We need someone to spearhead cleaning this up before the Open House, as parents last year were commenting on the fact that it is a mess and looks bad. Amy Khare offered to lead the clean up – she will work with the Gardening Club and hopefully other freshman parents / students will assist with the actual clean up.
- c. **Teacher Breakfast:** The breakfast went really well - all the teachers and staff seemed to really appreciate and enjoy it. The volunteers were all terrific – thanks for all their help. We ordered food from Einstein's bagels

and supplemented with things from Costco. The total cost was approximately \$1163 – just under the \$1200 budget.

- d. **IB Potluck:** The IB potluck (their first event) will be on September 12.
- e. **Spiritwear:** Spiritwear will be sold in the main building during lunch on the third Thursday of every month; and in the freshman building during lunch on the third Friday of every month.
- f. **Social Media:** Send any pictures, videos or blurbs about any LPHS events that you attend to Debra Sitar at lphslionsden@gmail.com so that she can post them on social media.
- g. **Dining / Shopping: Community Connections:** Kara / Minh are leading this and are putting together a list of businesses that might agree to have incentive days where they would donate a portion of their proceeds from that day to LPHS (Whole Foods has done this in the past).
 - i. **Amazon Smile** – Use this when ordering on Amazon to have a percentage donated back to LPHS.
 - ii. **Nothing Bundt Cakes at LPHS Open House** – They will be there and are donating the proceeds of their sales during the Open House to LPHS.

18) Director's Reports.

- a. **BOP & Choir:**
- b. **Drama Parents:** The Drama Department and Parent Group are coordinating the Fall Musical, which will be Seussical and will be on November 20. They really need people to attend, as it has been poorly attended in the past (so selling tickets has not been profitable). They also will be coordinating the Spring play and other events to promote the Drama majors.
- c. **Marketing & Communications / Technology:** Bruce is leading this.
- d. **LSC Rep:** There will be an LSC meeting on Thursday, September 12 in 103 or somewhere else in the main building. They are looking for a community representative – this person must live in the neighborhood and not have any children who go to LPHS. Their biggest task for the year will be to hire a new principal, and they are putting together a selection committee.

19) Committee Reports.

20) Announcements.

21) Athletic Director: Eric Lezcano, the new Athletic Director, spoke about working with us in general. He specifically said he would be happy to work with us to promote/sell spiritwear at all sports events. He first needs to confirm we are allowed to do that. He also said he is working with all the coaches to ensure that there is better communication about the sports and when tryouts, practices, etc. are. He also is working with them to make sure their web pages are more up to date and detailed.

22) Adjourn 8:15 pm.



FRIENDS OF LINCOLN PARK HIGH SCHOOL

OCTOBER 15, 2019 BOARD MEETING MINUTES

23) Welcome

24) We will vote to approve the September minutes via email.

25) Officer Reports

f) **President:**

As we start the push to fundraise, we are faced with the challenge of clear messaging to our community. There are donated funds remaining from 2018 still in the school budget, Friends of LPHS has about \$100k in our accounts and asking for additional funds now without a clear direction is challenging. Not that there isn't great need, because we know there is. I am working with Interim Principal Thuet and the LSC to clearly identify where the budget shortfalls are. It has been a fast and furious start to the school year with many requests coming our way. We need to take a step back and get priorities aligned with the school. We are also looking to implement cohesive procedures for funding requests so Friends of is not the first place everyone heads to for money.

That being said, the pledge drive has launched and I am hopeful we will have the direction we need to rally our community to prepare for what is needed for the 2020/2021 school year very soon. This information will also help set the goals for the online auction and Spring parent party.

In the meantime, we have great momentum with community building events with so many parents and guardians who want to volunteer. I am so grateful to our board for their outreach efforts and new initiatives that are engaging our community. Lincoln Park High School has great momentum—let's keep it going!

g) **Treasurer:** See attached.

26) **Interim Principal's Report:** Principal Thuet sent a survey to the teachers asking for their requests, and everyone asked for chrome books. Principal Thuet also clarified the process for teachers to ask for money. They should go to Principal Thuet with their requests first; if they do come to FOLPHS first, we should direct them back to

Principal Thuet. Principal Thuet will bring all requests to us directly. He also created a wish list to allow him to better organize the school's needs and determine what needs they can address with school funds, and where they will need support.

Outstanding Requests:

- The Drama Department has requested \$12,840 to cover costumes, programs, banners, flyers, t-shirts for performers for a fall and spring play which includes a \$5000 repair to the stage curtain. The curtain is actually a fire hazard, as it is no longer fire retardant. They thus are working to have CPS help with the cost of fixing the curtain, as it is a necessary expense.
- FOLP events committee has requested \$13,500 to cover teacher appreciation events including an end of year luncheon and a Senior lunch.
- The IB Department has requested \$1600 for their annual activities.
- The Band and Orchestra department has requested \$6950 for immediate use to replace instruments and forecasted another \$14,000 over the next 5 years. FOLPHS can actually donate instruments rather than money, and we may be able to buy instruments for less.
- The Open House committee requested \$4,000 to help with recruitment.

Long Term Focus:

We currently have 14 new Chromebook carts and 21 old Chromebook carts. The old carts will likely be obsolete by the end of next year (updates are no longer provided for them). We currently have 75 classrooms. Without a substantial investment, we would drop from a nearly 2:1 ratio of classrooms to Chromebook carts to under a 3:1 ratio. This will be very problematic for our teachers and students. The cost of 1 full Chromebook cart is \$10,529.22. They would like to get 22 new Chromebook carts to maintain the 2:1 ratio on Cbook carts, for a total cost of \$231,642.84. They might be able to repurpose the old carts, which would save \$1452.54 per cart – Principal Thuet is going to look into that. They also would like 25 desktop computers for teacher workstations in classrooms, which would cost \$23,818.50. **Suzanne Rovner** is going to look into perhaps applying for a **grant** through **Google** which could cover some of these costs. There is an **immediate** need, however, for **\$30,000** for new Chromebooks. Raising money for these Chromebook carts or perhaps technology in general could be a good sounding point / goal for our fundraising efforts.

27) New Business:

- a. **Open House** – If there is a strike, the open house will be postponed. We will make this decision as soon as possible. We are getting the same balloons as last year with the new logo, and we have lots of signage. We also got t-shirts for all the volunteers to wear. The brochures are ready and no stuffing is necessary this year, which is great. Nothing Bundt Cakes is our only sponsor, but they will be there selling cakes, and a portion of their proceeds will go back to LPHS.

- b. **Spring Party** – The party will be on Friday, March 27, 2020 at Galleria Marchetti. Mr. Cooper will be performing, and Dan Bernstein will be the live auctioneer. Last year, we had wine donated, but we had to pay a cork fee, so it might make more sense to do something different. The proposed budget is \$16,000, and last year, the cost of the party was just under \$16,000. The tickets and proceeds from the auction should at least cover this cost, and we should make additional money. We should sell teacher tickets at a discount, and we should provide parents the option to purchase extra tickets that will go to teachers. We hope to have better auction items this year, and we need someone to lead the auction. We should do a paddle raise to increase bidding and money raised. There is a company (cfr1.org) that will let you auction off big ticket items, and then you only pay if someone bids the minimum amount, which could be a great way to get some more exciting items.
- c. **Stationery with new logo** – Robin will email this to the board so we can vote on it.
- d. **Teacher Appreciation** – We are giving the teachers and staff mugs with our new logo and filled with Halloween candy toward the end of the month.
- e. **Fundraising Request Form** – Principal Thuet asked all teachers and staff members to use a form and to run all fundraising requests through him first.

28) Old Business

- a. **Corporate Sponsorships:** Nothing Bundt Cakes is the corporate sponsor that will actually be at the Open House. They will be there selling cakes, and a portion of their proceeds will go back to LPHS.
- b. **Parent Social:** About 40 people came to Ranalli's and it was a great kick off for the pledge drive. We raised about \$600 in donations that night, and the raffle was a great incentive.
- c. **Freshman Courtyard:** Amy got all the weeding done and had a number of terrific student volunteers. She got \$400 to get some mums or other similar flowers to plant before the open house. If there is a strike, she will wait to do the planting. She also will be the point person to follow up on a possible grant from Home Depot, and she also will pitch stores for donations. Suzanne suggested reaching out to girl scout troops – they often need projects and could help with the planting.

- d. **Spiritwear:** Debra needs volunteers to sell – contact her if you can help.

29) Director's Reports.

- a. **Drama:** They significantly revised their budget and came up with a much lower immediate need of **\$3,018.53** to cover the cost of an intern stage manager, pianist, and reed player for the musical. They will try using the school printers for their programs to reduce that cost. They also are trying to raise money by selling ad space in the programs, and by having a raffle and concessions at the musical. They are hoping to come in under budget, and they also may have some funds from last year that are earmarked for drama. They would like to FOLPHS to cover the cost of their welcome event for freshman, which they needed to kickstart their program, understanding that it is a one-time thing, as other programs like soccer, etc. usually pay for these types of events themselves. There was no drama fee this year.
- b. **Athletics Booster:** Bryan Hansen spoke – they are starting to work with some teams, like the cross country team, to help them raise funds. They are coming up with spirit wear for the sports teams (while trying to not step on the toes of Spiritwear), as they would like as many people as possible to wear LP gear. Mary Shaunnessy is running their corporate sponsorship program, and Arlene Moore is leading their fundraising events team. They are hoping students will get involved in sports related events like a run to raise money. They need to fill two more committees – 1) a Team Parents Committee (so each team will have a parent to handle anything money related and be a liaison between the coaches and parents); and 2) an Engagement Committee, which would work to recognize athletes. One way to do that would be recognize them in the newsletter – perhaps have an athlete of the week or month. For athletics as well, we should make sure that people go to Thuet first to see if the school has funds to cover whatever they are trying to do. They got some tents donated – they would be happy to lend them to us for the Open House, if we would like to use them. They are going through Christy to get her okay on everything so we hopefully are not duplicating efforts.

30) Committee Reports.

31) Announcements.

32) Adjourn 8:06 pm.

ATTENDANCE

Sabrina Spitznagle

Bryan Hansen

Christy Bauhs

John Thuet

Mosine Imbert

Sara Shacter

Lainie Rich

Eurydice Chrones

Memory Jacobs

Lori Leib

Robin Fine

Suzanne Rovner

Amy Khare



**FRIENDS OF LINCOLN PARK
HIGH SCHOOL**

**NOVEMBER 12, 2019 BOARD MEETING
MINUTES**

33) Welcome

34) We will vote to approve the October minutes via email.

35) Officer Reports

h) President:

i) Treasurer: See attached Financial Highlights. Set up Quick Books and are syncing with accounts. Differentiating between fundraising expenses and Programming Expenses (such as Open House and Teacher Appreciation). Getting caught up on taxes and trying to reduce our operating expenses such as insurance (we had very expensive insurance) and Constant Contact. But keep Bruce informed about any changes to Constant Contact because it also is used for school messaging and is very helpful. **Will vote on Budget over email.**

36) Interim Principal's Report:

Thank you for the candy mugs – they were a huge post-strike hit!

Budget Updates – Student Activity Fee Allocation (\$325 total) (Approved by LSC on 11/7):

Acct. Name	Fee
Communication	\$5
Locks	\$10
IDs	\$10
Counseling	\$5
Library	\$10
Clubs	\$10
Athletic Team Fund	\$10
Technology	\$125

Instructional Supplies	\$100
Transportation	\$40

Requesting \$776 for a page in the IB World Schools Yearbook (non-vendor). Robin proposed a vote and Sara seconded it. All voted in favor – FOLPHS will provide \$776 for a page in the IB World Schools Yearbook.

Curtain Update – They are continuing to work with CPS to get funding to repair the curtains because they are a fire hazard. A separate group also is working to raise funds to repair the curtains.

37) **New Business:**

- a. **Open House** – 1300 people pre-registered and are in Constant Contact. We will invite them to future events, such as concerts, plays, etc. The band will be playing at the Open House, and Bruce suggested that it could be a great fundraising opportunity for a student group to sell coffee or hot chocolate.
- b. **Pledge Drive** – We need to send more emails and amp it up. We should be sending at least 1 email a week if not more. It should end December 31. Sabrina suggested giving incentive prizes for certain levels of donations. For example, everyone who donates \$100 will get a mug. If you donate \$200, you can get a t-shirt; etc. **Gina said she would put together an incentive plan for donations.**
- c. **Spirit Wear** – We are getting new inventory and need a new shelf, which will cost \$75. Bruce proposed a vote on this expense, Suzanne seconded it, and all voted in favor or approving this expense.
- d. **Spring Party** – We sent out a save the date, and the party will be on Friday, March 27, 2020 at Galleria Marchetti. We signed the contract and made the first deposit. We will make the second deposit at the end of this year. Invites will go out in February. Mr. Cooper will be performing, and Dan Bernstein will be the live auctioneer. Last year, we had wine donated, but we had to pay a cork fee, so it might make more sense to do something different like a cash bar with alcohol. The proposed budget is \$16,000, and last year, the cost of the party was just under \$16,000. The tickets and proceeds from the auction should at least cover this cost, and we should make additional money. We should sell teacher tickets at a discount, and we should provide parents the option to purchase extra tickets that will go to teachers. We hope to have better auction items this year, and we need someone to lead the auction. We should do a paddle raise to increase bidding and money raised. There is a company (cfr1.org) that will let you auction off big ticket items, and then you only pay if

someone bids the minimum amount, which could be a great way to get some more exciting items.

- e. **Drama** – We are promoting Suessical the Musical and will be selling tickets during the Open House. Tickets also will be for sale online. Drama contacted elementary schools to encourage them to come (Alcott is promoting the musical at their school) and there will be concessions for sale at the event.

38) Old Business

a. **Approved Votes:**

Spring Party Budget: \$16k

Drama Budget: We can use restricted funds for the drama department, so Drama will only need \$900 from the general funds for their budget (originally \$2600).

Chromebooks: We are confirming the cost of this, how much is needed, and whether it could be a grant v. a purchase.

Band: Looking into getting grants for new instruments. FOLPHS approved their funding request, but they have not actually asked us for the money yet.

- b. **Corporate Sponsorships:** Starting next cycle soon. Working with Booster Club. Reaching out to Sterling Bay – hopefully, they will want to sponsor / support LPHS.
- c. **Freshman Courtyard:** Amy Khare is handling this.
- d. **Dining/Shopping:** Whole Foods turned our request down – we are trying to find a new place.

39) Director's Reports.

LSC is working on finding a new principal and is working on a job posting, which will be open for 10 days on the CPS website. They would like to hire by April, as it is an election year for the LSC.

40) Committee Reports.

41) Announcements.

42) Adjourn 7:50 pm.

ATTENDANCE

Sabrina Spitznagle

Sara Shacter

Christy Bauhs

Robin Fine

Christina Sciarrotta

John Thuet

Eurydice Chrones

Gena Moser

Debra Sitar

Robin Fine

Suzanne Rovner



FRIENDS OF LINCOLN PARK HIGH SCHOOL

DECEMBER 10, 2019 BOARD MEETING MINUTES

43) Welcome – 6:35

44) Officer Reports

- j) **Interim Principal's Report:** Many students are still very upset by the tragedy of Roy Logan-Zayas– the school is organizing the support staff and counseling team to help students and are checking in with them frequently. The school also would like to do some strategic planning regarding emotional support systems and is doing a debrief about how this was handled and what they could have done better. FOLPHS considered having a memorial, but there are some concerns about this. Logan's family would like to raise awareness about depression, and perhaps FOLPHS could support some of these initiatives. The Hispanic celebration took place the Wednesday after the tragedy occurred, and someone read one of Logan's poems, and they had a moment of silence.

After Homecoming, there were some incidents of boys not treating girls with respect, and the school is trying to open the dialogue about this. A presenter came and gave training to a group of students. There is a group of students called the Influencers that is trying to promote kindness. They are having Kindness Week, and they want to hand out candy canes to everyone. They need 2200 candy canes – FOLPHS agreed to purchase these candy canes for the school. We moved to approve this expenditure; the motion was seconded; and everyone voted in favor. Suzanne agreed to purchase the candy canes and have them delivered to the school.

- k) **Treasurer:** Christina just completed QuickBooks and taxes.

- l) **Secretary:** Christy moved to approve the November minutes; Bruce seconded the motion; and all voted in favor. The October minutes also were approved.

45) Committee / Director Reports

- a) **Teacher Appreciation:** They Teacher / Staff Appreciation Lunch is next Thursday, December 19 from 10:40-2:20. It will be catered by Pizza Capri (at the suggestion of a teacher or staff member). We should be under budget.
- b) **Spirit Wear:** Will be for sale next Thursday and Friday.
- c) **Social Media:** Send Debra pics of any and all events!
- d) **Marketing and Communications:** Bruce got 2 freshman parents to help with Constant Contact and other communications. Gena suggested sending out a survey to ask what talents people have and to provide a list of any open positions we have to solicit parent volunteers. Bruce also mentioned that we need to update and renew our by-laws because we are not technically following them (for example, all Board Members are supposed to pay / donate \$150).
- e) **Open House Committee:** The Open House was a huge success. There was a very large turn-out – at least 2400 people. The feedback was very positive. We received 67 survey responses; and most said that the LP Open House was the best or at least the second-best open house they attended. A suggestion was made to have a welcome party for all accepted freshman to get them excited about hopefully coming to LP. We can sell spirit wear there – a number of other schools do this.
- f) **Spring Parent Party:** Everything is pretty set – just need to write and send the second deposit check. The party is Friday, March 27.
- g) **Auction:** Eury agreed to help (yay) and we are working on getting donations. We will put something in the newsletter asking for donations next year.
- h) **Community Fundraising:** We got \$427.70 from Nothing Bundt Cakes from the Open House and their Benefit Day (they gave us 10% of all their sales those days).
- i) **Corporate Sponsorship:** Sara is sending pictures to the sponsors every time they are mentioned in the newsletter, etc. Sara also is meeting with Marty Burman, who does corporate sponsorships for a living to get some ideas. Sara met with Sterling Bay, but they said no to us – they are concentrating on the South and West sides.
- j) **IB Liason:** No update.
- k) **Pledge Drive:** We have raised \$36,000 to date.
- l) **LSC:** There is a meeting this Thursday.

46) Old Business

- a. **Drama** –Suessical the Musical was a huge success. They sold 744 tickets, and many teachers came as well (last spring, only 200 people came to the play). They made \$5000 in revenue from ticket sales. They also sold concessions, ads, and roses; and \$683.01 will go to FOLPHS and the drama department. They next play will be at the end of February, and it is The Importance of Being Earnest.

47) New Business:

- a. **Tech Fund Request by Chris Hardesty.** The school needs \$990 for a software license for a computer class. CPS unfortunately won't pay because the company is a non-vendor. They have requested \$300 from us – Bruce moved to approve this expense; Christy seconded the motion; and everyone voted in favor.

48) Announcements / Miscellaneous.

- a. **Model UN Check:** It could not be endorsed over, so we need to figure that out.
- b. **Booster Club Fundraising Issue:** The issue was raised that the Booster Club is running a very similar fundraising campaign at the same time as the Pledge Drive. Eury (and a few others received the email below (which is well-done – people do like the Wishlists – it makes donating very easy):

Hello Lions and Family!

As we approach the holiday season and the year's end, many families are weighing their charitable giving options for the year. If your family budgets allow, we graciously ask that you consider donating to the **Lincoln Park Cross Country and Track & Field Programs.**

Our program faces new budgetary hurdles every year, and we're proud of the resourcefulness that has enabled us to succeed in the face of these challenges. Here are the ways you can help:

- **Purchase a piece of equipment from our [Amazon Wishlist](#).** Click that link and pick from a list of items that will help our kids achieve their goals! You can either have it delivered to yourself and bring it to the school or feel free to ship it directly to the school c/o Coach Derek Schnake.
 - 2001 N Orchard St, Chicago, IL 60614 c/o Coach Derek Schnake
- **A donation to the Lincoln Park HS Booster Club.** Any amount is helpful, and ask your employer if they will match your donation! For

context, \$100 purchases a full uniform kit for an athlete who can't afford one. Lincoln Park HS Booster Club is a charitable 503(c)(3) organization. Donation instructions below.

To donate by Chase QuickPay or Zelle:

1. Using Chase QuickPay or Zelle, send a donation to lphsliionsbooster@gmail.com. The name of the account is Lincoln Park High School Booster Club.
2. **Important! Be sure to designate "Cross Country" or "Track and Field".**
3. Email Jean Sawin (jean.sawin@gmail.com), Booster Club Treasurer, if you have questions!

To donate by check:

1. Make the check out to "Lincoln Park Booster Club" **with "Cross Country" or "Track and Field"** in the memo line.
2. Place in a sealed envelope and write "Lincoln Park Booster Club Donation - Cross Country/Track" on the front of the envelope.
3. Drop off the envelope in the main office of the school. There is a locked drop box in the office for the booster club.
4. **Email Jean Sawin**, Booster Club Treasurer (jean.sawin@gmail.com) and let her know that there's a check that needs to be picked up! (Otherwise, we won't know!)

Thank you for considering us, and we're looking forward to a successful season in 2020!

Gratefully yours,

Coach Derek Schnake
Coach Stefanie Dobrin
Coach Molly Vick
Coach Nick Fagan

The concern is that we are duplicating efforts and perhaps everything should be housed under FOLPHS (like Choir and Drama), rather than having numerous 501(c)(3) organizations. This likely came about, however, because in years past, groups were set up under FOLPHS, and their money was lost / not where it was supposed to be. Someone also said that Mary Cruz thought it would be better for all the groups to be separate and encouraged them to form their own 501(c)(3)

organization. At a minimum, we should let Bryan know that they should have a Booster Club rep at every FOLPHS meeting, and there should be better communication between the groups.

49) Adjourn 7:53 pm.

ATTENDANCE

Sabrina Spitznagle

Eurydice Chrones

Sara Shacter

Suzanne Rovner

Judy Wahl

Debra Sitar

Christy Bauhs

John Thuet

Bruce Neimeyer

Jackie Herigodt

Gena Moser



FRIENDS OF LINCOLN PARK HIGH SCHOOL

JANUARY 14, 2020 BOARD MEETING MINUTES

50) Welcome – 6:39

51) Officer Reports

- m) **Interim Principal:** The State officially approved the \$250,000 grant for the auditorium, which is terrific news. They may disperse the money as soon as this spring or as late as 6 years.

Thuet also may ask for our support to paint the gym.

The candy canes were a huge hit – the Influencers group handed out cards so people could write nice notes to people and then they passed out the candy canes with the notes to specific people.

FOLPHS did approve the approximately \$31,000 expense for 3 Chromebook Carts. Thuet will get the specific number to us, and Christina will make the payment. When we provide any grant payments to Thuet, he would like us to include a note saying what the money should be used for. Robin will email Christina about this.

Christina also needs to deposit the Model UN check in the FOLPHS account and then write a check to the school for that amount.

There was about \$50,000 in the FOLPHS Grant from last year, which we believe was intended to pay teachers for after hours work they do (professional development, tutoring, etc.) (this is a big expense). We confirmed that it is okay for Thuet to use that money for that expense.

Thuet requests that we support a trip for students of a special education teacher to present their research to a group of scientists at a professional conference in California. The cost will be approximately \$7000. A number of questions were asked – How many kids are going; what fundraising have they

done on their own; when do they need the money? Thuet will get back to us with more information.

Thuet also requested funding for a student mentoring group to go to the autoshow (the cost would be fairly minimal). Robin voted to approve; Sabrina seconded; everyone voted to approve this expense.

We discussed fundraising on campus. There has been an issue with concessions being sold at various school events. The school was just audited and we need to make sure that the appropriate forms are filed and the proper process is followed. The money raised from any concessions sold must be accounted for and go to the appropriate place. Anything purchased to sell also must be purchased from an approved vendor. Thuet will send the appropriate form for us to use.

Sabrina moved to approve reimbursing Thuet \$276.20 for balloons he purchased for the open house; Christy seconded the motion; and all voted in favor.

- n) **President:** Robin said that it has been great working with Thuet and we have really streamlined the process for people requesting money from FOLPHS.

There is a meeting on January 15 regarding the athletic field, and Bryan Hansen should be there. We will share the field with Lakeview, but we will have the priority. The community concerns regarding the field are that kids may urinate outside in inappropriate places; the lights will go into their windows; and it will not be good for the environment. If we have any questions, we should give them to Thuet.

- o) **Treasurer:** The pledge drive raised just over \$52,000. We likely want new leadership for the pledge drive next year. A few numbers are off – Sara will talk to Christina.
- p) **Secretary:** Christy moved to approve the December minutes; Judy seconded the motion; and all voted in favor. Memory and Debra approved via email.

52) Committee / Director Reports

- m) **Teacher Appreciation:** The next event will be coming up in February. No one could think of an issue with giving lottery tickets to the teachers.
- n) **Spirit Wear**
- o) **Social Media:** Please encourage people to send Debra social media posts, as parents love to see what is going on at school. Send Debra any updates to promote the party and send Sabrina a blurb to post asking our parent

community for donations for the online auction. Debra is working on a spa package from the JW Marriott.

- p) **Marketing and Communications:** Bruce has three new members and they will have their first meeting in February.
- q) **Open House Committee:**
- r) **Spring Parent Party:** The party is Friday, March 27 - We need to send out another save the date.
- s) **Auction:** Parent parties were suggested – Judy is going to take the lead on organizing these. Christy volunteered to organize box seats for graduation and the parking spot to sell as auction items on line. Robin is going to confirm what site will use for the online auction.
- t) **Community Fundraising:**
- u) **Corporate Sponsorship:** Sara is trying to meet with people and do what she did last year.
- v) **IB Liason:**
- w) **Pledge Drive:**
- x) **LSC:** They are in the midst of their search for a new principal.

53) Old Business

- a. **Band** – Kelly Gossler, the Band Director, spoke. She said there are about 250 students in the band program, and about 65% use their own instruments. The school owned instruments are breaking down and need to be replaced. They applied for a grant through Old Town School of Music, and they are doing some fundraising through BOP, but it is not enough. The money raised from BOP tends to go to smaller things, like experiences and purchasing sheet music. The school does pay for a lot, but not enough to cover the cost of so many new instruments. Kelly recently met with someone (Suzanne?) who is very involved in the music industry, and she reached out to her contacts to help. She thinks someone in the community might be willing to do a matching donation if we could get money from another source as well. They also are looking into doing a lease program, which would include any and all repairs for 3-5 years, and might be more economical. See attached Lease worksheet. 20 outstanding musicians recently auditioned to come to LP. Perhaps at the auction, we can do a paddle raise to specifically raise money for new

instruments, and perhaps the jazz band could play at the auction (Kelly will check).

54) New Business:

55) Announcements / Miscellaneous.

56) Adjourn 8:00 pm.

ATTENDANCE

Christy Bauhs

Sara Shacter

Judy Wahl

Kelly Gossler

Petula Frangias

Eurydice Chrones

Sabrina Spitznagle

Robin Fine

Gena Moser

Lanie Rich

John Thuet



FRIENDS OF LINCOLN PARK HIGH SCHOOL

MARCH 10, 2020 BOARD MEETING MINUTES

57) Welcome – 6:39

58) Officer Reports

- q) **President:** We want to support the LSC as a Board. There will be another protest the week of March 19 to support Thuet. At the same time, we need to continue to search for a new principal – we can't put the search on hold until Thuet and Brumfield are cleared (although 1 parent is very vocal that this is what we should do).
- r) **Treasurer:** The \$30,000 check for the chrome books was not cashed, and we are not sure where it is. The UN check also is missing. The field trip check was cashed. We need to be careful about how we are processing things, as it is a bit chaotic in the office. The pledge drive raised \$60,000 this year; last year, we raised \$80,000. We have spent \$9,000 on the party so far. Our total balance is \$169,000. See attached report.
- s) **Secretary:** February minutes still need to be reviewed and approved.

59) Committee / Director Reports

- y) **Teacher Appreciation:** Sara will draft and send an email to parents encouraging them to email the teachers to let them know how much they are appreciated and sending words of encouragement. She and Christy also will get and put up banners for the teachers. Sabrina moved to approve spending up to \$500 for the banners. The motion was seconded and all voted in favor.
- z) **Spirit Wear:** There will be sales during lunch on March 19 and 20. Debra will need help on those days and especially at report card pick up on April 23.
- aa) **Social Media:** Please continue encourage people to send Debra social media posts, as parents love to see what is going on at school.
- bb) **Marketing and Communications:** Bruce had his first virtual meeting for marketing and communication, which consists of 6 team members, including

3 freshman parents. One is a journalist who used to work at a newspaper. Bruce is training the others on Constant Contact and Wix, and they are creating an intake form that would go to the whole team. So, if Bruce is busy someone else can take care of getting a communication out. Bruce also reminded us that if someone unsubscribes to any LPHS email, they are unsubscribing to all LPHS emails. Bruce also is creating a survey to assess communications and determine their next step / how to improve things.

cc) Open House Committee:

dd) Spring Parent Party: The party is Friday, March 27. We have sold 155 tickets so far; last year we sold 163. 19 teachers are coming plus 2 spouses. 28 choir students are coming to perform. We are not extending early bird pricing (we sold 62 of the tickets in the last week of early bird pricing). We are not selling tickets at the door. We need volunteers the night of – Suzanne will send out an email. There is a slight issue with the graduation tickets and parking spot, but Suzanne is working on it.

ee) Auction: The online site is up and running and we are pretty ready to go live.

ff) Community Fundraising:

gg) Corporate Sponsorship: Sara will bring a banner to the party. The drama club made \$580 from corporate sponsors. Sara is reaching out to our current sponsors for next year.

hh) IB Liason: Sasha is going to do some outreach to fundraise for their activities, as they have used all of their restricted funds.

ii) Pledge Drive:

jj) LSC: There is a meeting this Thursday, March 12, where they plan to map out their plan to find a new principal. They received their last group of resumes.

60) Old Business

a. Wristbands- Not sure if they were given to the students or not.

61) New Business: The Choir group asked us for funding - \$400 for one concert and \$1400 for another concert. They have \$43 in restricted funds that they can use. Gena moved that we will give the Choir the difference in appreciation for them performing at the auction. The motion was seconded and all voted in favor. Gena also is going to put together a donation request form.

62) Announcements / Miscellaneous. We should think about running elections for next year soon.

63) Adjourn 8:00 pm.

ATTENDANCE

Christina Sciarotta

Christy Bauhs

Sara Shacter

Robin Fine

Memory Jacobs

Eurydice Chrones

Petula Frangias

Suzanne Rovner

Bruce Neimeyer

Debra Sitar

Sabrina Spitznagle

Gena Moser



FRIENDS OF LINCOLN PARK HIGH SCHOOL

APRIL 14, 2020 BOARD MEETING MINUTES

64) Welcome – 6:36

65) Officer Reports

- t) **President:** Robin sadly will be stepping down at the end of this year, so we will need to find a new President for next year.
- u) **Vice President:** Gena also sadly will be stepping down at the end of this year, as her daughter is a senior, so we will need to find a new VP for next year as well.
- v) **Treasurer:** Christina stopped payment for the \$30,000 check for the chrome books. We will have a significant amount of money left over at the end of this year, so we will need to figure out how to spend it. Our total balance is \$169,000. See attached report from last month.
- w) **Secretary:** Sara moved to approve the March minutes; Christy seconded the motion, and all voted in favor. **We still need to get the February minutes from Judy to review and approve.**

66) Committee / Director Reports

- kk) **Teacher Appreciation:** We likely won't be able to do any additional events this year, but we discussed sending Amazon gift cards or something to all the teachers via email. We also discussed whether we should put the left-over money toward paying for all teachers to be able to go to the parent party. Because only 20 teachers said they wanted to go this year, however, we decided that would not be the best way to spend the money. Another idea would be to save the money for next year (there is not a rule that we can't carry the money over), as we likely will have less money coming in next year because some grant programs (from festivals etc. over the spring/summer) won't be happening and people likely won't be in a position to give as much due to the economy. **Sabrina will put together some ideas of things to do for the teachers and staff this year and send around.** We can decide at the next meeting or over email.

ll) Spirit Wear: No specific update.

mm) Social Media: There is not a ton happening to report on social media, but someone started an Instagram page for seniors to post where they are going to college (they normally put these things on their lockers). There are two pages – lpdecisions2020 (which has the old logo but more posts) and lpdecisions.2020 (which has the correct logo, but only 6 posts) – it would be great if they could be combined. Jackie also received an email from Edward Gadiant who suggested / asked if we could do a digital spirit week. **Gena will email Ms. Brown and Mr. Duncan to see if they can help coordinate / spearhead a virtual spirit week.** Some ideas are Crazy Hair Day; LP Spirit Wear Day; Bring Your Pet to School Day; Most Boring Thing You Have Done During Quarantine; Craziest Thing You Have Done During Quarantine; Pajama Day; Throw Back Thursday or Flashback Friday (send in a photo of yourself from grade school); and Write a Shout Out to your Favorite Teacher (but let's save this for teacher appreciation week). Basically, kids will take pictures of themselves doing these things, send to Debra or someone, and we will post on Instagram, Facebook and/or somewhere else.

nn)Marketing and Communications: Bruce is moving to DC and thus also will be stepping down from this position. He agreed to make sure it is a smooth transition and help out where he can even though he won't physically be here. Hopefully, one of the people on his committee will be interested in taking over. He also suggested promoting the principal selection process through social media.

oo) Open House Committee: While Jackie will help out with the Open House, she does not want to be in charge / run it. So, we will need someone new to take the lead.

pp)Spring Parent Party: The party scheduled for Friday, March 27 was cancelled, but only a few people asked for their money back for their tickets. So, we made approximately \$9000 from the ticket sales. The owner of Galleria Marchetti agreed that we can use the deposit for next year's event. We have to pick a date and we decided on February 26, 2021. We need to coordinate the dates of the pledge drive to make sure it is over well in advance of the party. We also need new people to coordinate the pledge drive next year. We should think about using the same logo every year (not what they used last year, but the 4 Ts logo), and use incentives to encourage people to donate.

qq)Auction: We made just over \$6800 from the online auction, and had only 12 items left over. We all agreed to not do a second chance auction to try to sell the remaining items.

rr) Community Fundraising: No update.

ss) Corporate Sponsorship: Sara will coordinate with Bruce to send email reminders through Constant Contact regarding our corporate sponsors. Sara will reach out to our current sponsors for next year, but is concerned about the response and timing given everything going on right now. Sara is willing to continue in this role next year, but she also would be interested in helping with the pledge drive.

tt) IB Liason: Sasha will be stepping down at the end of the year, but Memory Jacobs agreed to take over for next year.

uu) Pledge Drive: See (f).

vv) LSC: There is a meeting this Thursday, April 16 via Zoom where they will provide an update on principal selection and the interview process and timeline.

67) Old Business

- a. We still are not sure if the wristbands were given to the students (none of our students received them).

68) New Business: We will have a number of open positions for next year and need to start thinking about how we are going to fill them. **Sara will draft something that we can email through Constant Contact letting people know about the open positions and how they can get involved. Gena will share the Officer Descriptions with everyone in a google doc so we can all edit and update our positions.** The open positions for next year will be: President; Vice-President; Marketing & Communication Committee Chairperson; and Open House Committee Chairperson. Sabrina will stay on as Secretary; Teacher Appreciation Committee Chairperson; and Auction Chairperson. Gena will confirm with Christina that she will stay on as Treasurer. Suzanne agreed (I think?!) to stay on as Chair of the Spring Gala, and I also think that Debra agreed to stay on as Chair of Spirit Wear and Social Media, and Sara is staying on as Corporate Sponsorship Chairperson. Community Fundraising? BOP?

69) Announcements / Miscellaneous.

70) Adjourn 8:00 pm.

ATTENDANCE

Christy Bauhs

Sara Shacter

Robin Fine

Memory Jacobs

Eurydice Chrones

Suzanne Rovner

Bruce Neimeyer

Sabrina Spitznagle

Gena Moser

Jackie Herigodt

Sasha Zanko



FRIENDS OF LINCOLN PARK HIGH SCHOOL

MAY 12, 2020 BOARD MEETING MINUTES

71) Welcome – 6:37

72) Officer Reports

x) **Principal Steinmiller:** Principal Steinmiller is working on meeting with parents and community members to get know everyone. He hopes to have virtual coffee office hours on a weekly basis to meet with small groups at a time. His main priorities right now are 1) ensuring the budget is in place and money is spent that needs to be spent and 2) focusing on the seniors so that they have a special and unique graduation experience despite everything going on. He can't commit to anything just yet, but he is partnering with a well-known artist in Miami who does a ton of mural work. He also has done work for Lebron James and created the Miami welcome sign. He may do live drawings during the virtual graduation ceremony and he, along with student representatives, is creating a design that can be used on T-shirts and a ton of other items (gators, banners, etc.). Dr. Steinmiller also is meeting with teachers and they have a lot of exciting ideas. They are preparing for next year in case we are still virtual / remote learning. Unfortunately, only 50-60% of students are engaging in remote learning – many are struggling.

y) **President:** No specific report.

z) **Vice President:** No specific report.

aa) **Treasurer:** Christina will send this soon.

bb) **Secretary:** All voted in favor of approving the April minutes. **We still need to get the February minutes from Judy to review and approve.**

73) Committee / Director Reports

ww) **Teacher Appreciation:** For Teacher Appreciation Week this year, we had a number of virtual events. We sent and posted an appreciation email on Monday (Debra also included a number of teacher appreciation posts throughout the week on social media); we sent virtual flowers on Tuesday; we

sent SugarWishes on Wednesday to all teachers and staff; we sent \$10 Amazon gift cards to all the teachers on Thursday; and we sent an email with shout out's from parents and teachers on Friday. Everything seemed to be well-received and appreciated.

- xx) **Spirit Wear:** Luisa was able to sell 25 pairs of pajamas from her house, which was significantly more than normal. They are still selling spirit wear online as well – including masks! **We should send an email promoting these masks.**

- yy) **Social Media:** We now have 999 followers on FaceBook and 1370 followers on Instagram. We received a ton of positive feedback regarding virtual spirit week, and our views that week went up 400-500%. Teachers also really liked spirit week and 56 teachers submitted photos.

- zz) **Marketing and Communications:** Sara Shacter will be taking over Constant Contact; and Christy Bauhs will be taking over the website. Bruce has trained both and will continue to be available from DC.

- aaa) **Open House Committee:** Jackie is still happy to be involved with and help with the Open House, but her sister is going through cancer, and she is not able to be in charge / run it. Christy also is happy to help / be involved, but we still need someone to take the lead. Last year, we had people register in advance for the open house and also sent those people the brochure in advance, which was really helpful. Sara is learning how to do this through Constant Contact. We also may need to think about how to have a virtual Open House. We also would like to have a point person within the school to help with Open House – Theresa McCormick said she would be able to help this year, and Dr. Steinmiller said we would have his full support.

- bbb) **Spring Parent Party:** Suzanne was able to reschedule and use the deposit for next spring. The date is **February 26, 2021**. Suzanne also will lead the fall social which is tied to the fall curriculum / freshman orientation night.

- ccc) **Auction:** No update.

- ddd) **Community Fundraising:** No update.

- eee) **Corporate Sponsorship:** We agreed to roll this over to the pledge drive / brick donation program next year. Corporate sponsors can get a brick.

- fff) **IB Liason:** Sasha will be stepping down at the end of the year, but Memory Jacobs agreed to take over for next year and is figuring out the details. She will be meeting with Dr. Steinmiller in the next few days.

ggg) Pledge Drive: Eury will lead this next year, and is combining it with a brick donation program. We can have a walkway or a wall and seniors may want to purchase a brick and have their name on it.

hhh) LSC: There is a meeting this Thursday, May 14 via Zoom. Sabrina will reach out to Gary Rovner to ensure that we are on the same page with the LSC and our fundraising efforts are coordinated / approved by them if necessary, as we should only be funding shortfalls in the budget. Dr. Steinmiller said that he is working to make sure that all the funds remaining in the budget are spent so they are not lost. It would be terrific if we had a business manager at the school so that we can keep initiatives (such as the chromebook carts and drapes for the stage) moving forward.

74) **Old Business**

a. 2020/2021 FOLPHS Board Nominees:

President – Sabrina Spitznagle
Vice-President - Kristen Feurer
Treasurer – Christina Sciarrotta
Secretary – Misha Mann
Assistant Secretary – Judy Wahl

b. 2020/2021 FOLPHS At-Large Board Member Nominees:

Sara Shacter
Memory Jacobs
Suzanne Rovner
Eury Chrones
Jackie Hertigodt

c. 2020/2021 FOLPHS Committee Chairs:

Marketing & Communication Committee Chairpersons – Sara Shacter & Christy Bauhs

Open House Committee Chairperson -

Teacher Appreciation Committee Chairpersons – Sabrina and Kristen

Pledge Drive/Brick Donation – Eury Chrones

Fall Social and Spring Gala Chairperson – Suzanne Rovner

Auction Chairperson -

Social Media & SpiritWear Chairpersons – Debra Sitar and Luisa Shortall

LSC Liaison – Memory Jacobs

IB Coordinator – Memory Jacobs

Community Fundraising –

BOP –

75) **New Business:**

LPHS Covid-19 Emergency Relief Fund: Two teachers, Devin Jankovich and Isela Ponce, presented a plan to help LPHS families who have been adversely affected by COVID-19. They would like to raise funds (\$20,000+) to establish \$500 grants for families with LP students who have experienced financial hardships due to COVID. They feel that this will build community and celebrate LPHS' diversity; and they would like to work with FOLPHS on this. It would be helpful if we could help promote / advertise the fund and also collect the donations for them. They are putting together an application and a system to determine families' eligibility and are modeling this after other schools. Suzanne Wychocki said that people were discussing this on Facebook and indicated that there are a number of families who would be willing to help and would donate. She also suggested reaching out to Emily Wong as someone who might be willing to help. Amy Zemnack suggested reaching out to the student who organized a meal program through local restaurants. Dr. Steinmiller said that the teachers should include the counselors and work with the Behavior Health Team at school that already has identified families in need.

The Board voted via email in favor of the two matters below:

- 1) FOLPHS approves an expenditure of \$4810 that will pay for t-shirts and stickers for the graduating seniors.
- 2) FOLPHS will partner with LP teachers to support an Emergency Relief fund for families of LPHS students that are facing financial hardship due to COVID-19. We will host the money they raise and then distribute it to the families they identify and determine are in need. We also will assist with their communication and in promoting the fund. In addition, FOLPHS approves an expenditure of \$500 that will start this fund.

76) **Announcements / Miscellaneous.**

77) **Adjourn 8:16 pm.**

ATTENDANCE

Judy Wahl

Sara Shacter -

Isela Ponce
Jankovich, Devin

Christy Tuttle Bauhs -

Eurydice Chrones -
Phil Rosenthal -
Dr. Steinmiller -
Memory Jacobs
Suzanne Wychocki -
Bruce Neimeyer -
Jackie Herigodt -
Robin Fine -
Gena Moser -
Sofi Tipiani -
Amy Zemnick -
Misha Mann -
Debra Sitar -
Suzanne Rovner -
Kristen Feurer -
Luisa Shortall -
Sabrina Spitznagle -



FRIENDS OF LINCOLN PARK HIGH SCHOOL

JUNE 9, 2020 BOARD MEETING MINUTES

78) Welcome and Call to Order– 6:32

79) Officer Reports

cc) **Principal Steinmiller:** Principal Steinmiller reported that graduation went extremely well. The custodians were fantastic and put together 500 boxes for all the seniors. The T-shirts unfortunately did not make it in time, but should be here soon, and we will figure out a way to get them to all the seniors. The artist made a very cool design, and some of the seniors used their box as a photo opp. He also gave a shout out to the Lincoln Park Zoo which allowed us to use their parking lot for the drive-by graduation. Teachers were there for 4 ½ hours cheering on the seniors. Dr. Steinmiller really enjoyed meeting all the seniors and thought it was a great experience. They are still making some edits to the video, and seniors have until Thursday, June 11 to submit their video clips. The administration is now helping the teachers through the grade process and starting to plan for next year (they are creating both remote and in-person plans). The personal item pick up / book return is the week of June 15. The custodians did a fantastic job of emptying all the lockers and are really organized for this. Dr. Steinmiller also is in the process of hiring new assistant principals and has some great candidates he believes will be accepting offers. He still plans to have virtual coffee office hours on a weekly basis to meet with small groups at a time, and we will assist him with organizing / setting these up.

dd) **President:** Robin thanked everyone and said good bye.

ee) **Vice President:** Gena also thanked everyone and said goodbye, and mentioned that the graduation weekend was phenomenal. She said it really turned out amazing.

ff) **Treasurer:** See attached. Christina said that our revenue has dropped a bit, but so have our expenses. She is renewing our registration with the State of Illinois, and she will send everyone our tax exempt form as soon as she is able to pick it up from school. Christina also is starting to work on our taxes, as the deadline was extended. We did not provide as many grants to the school

as we had anticipated due to COVID, but we are rolling that money over to next year. The pledge drive generated just under \$60,000, and the auction came close to raising what we budgeted. We also made more money because very few people requested refunds for their tickets to the party. Our current revenue is just under \$100,000, and there likely are some additional checks for us at school that Christina will get and deposit as soon as she can get to school. Our biggest expense is teacher appreciation events, and spirit wear netted \$3000, which is terrific. We still have \$6,000 in restricted donations – Christina will remind those groups that they have that money. We should start thinking about our budget and priorities for next year.

gg) Secretary: All voted in favor of approving the May minutes. **We still need to get the February minutes from Judy to review and approve.** Everyone should review the by-laws and we should discuss amending them, as we don't totally follow them. **Suzanne agreed to take the lead in reviewing them / working on amending them.**

80) Committee / Director Reports

iii) **Teacher Appreciation:** Nothing new to report.

jjj) Spirit Wear: We need to figure out how to sell spirit wear during COVID, as we can sell it for less than on the website. We also discussed giving masks to all the freshman – the total cost would be approximately \$2800. We should confirm if there is a specific type of mask students will be required to wear, and if we should give gators instead of masks. Luisa will look into the costs of gators as well. The lead time on getting the masks is 4-6 weeks, so we need to decide by the next meeting if we want to get them in time for freshman orientation (if we have that). We probably won't have guidance from CPS on the type of face covering that will be required until August 1. Someone suggested having an item pick up like we just did for the seniors and sell spirit wear that way, but Luisa also needs access to the Vault to confirm what we have. Dr. Steinmiller said he would make sure she can get in.

kkk) Social Media: Nothing new to report.

lll) Marketing and Communications: We will be sending an email to all the seniors encouraging them to sign up as alumni, and Dr. Steinmiller will do the same in the Newsletter. We will keep senior parents in their own category in Constant Contact, so we don't lose their information. Sara looked into the concern that if people unsubscribe from one thing, they will unsubscribe from all LP emails. There is not much to do about it, other than add some warning language at the end of each email. Sara also would like to start planning for the Open House emails sooner rather than later and is continuing to clean up Constant Contact.

- mmm) **Open House Committee:** Jackie has reaching out to Dr. Steinmiller to figure out the date and whether this will be virtual or in person. She also would like to confirm which teachers would like to be involved.
- nnn) **Spring Parent Party:** Nothing new to report.
- ooo) **Auction:** Nothing new to report.
- ppp) **Community Fundraising:** No update.
- qqq) **Corporate Sponsorship:** Sara has kept our corporate sponsors up to date, and several have expressed interest in purchasing a brick.
- rrr) **IB Liason:** Memory Jacobs agreed to take over for next year, but is now thinking that someone else might be better suited for the position. We will keep looking – Sabrina reached out to a freshman parent who expressed an interest, but has not heard back yet. The position primarily involves recruiting IB parents to fundraise to raise money to fund their own expenses (which we don't believe are high).
- sss) **Pledge Drive/Brick Donation:** Eury is working on this, and is deciding on a vendor. The fundraising goal will be similar to the pledge drive (we discussed a lower goal of \$60,000, given the economy, etc.) and the funds will go into the general FOLPHS funds. Eury does not know the price of a brick yet, but there likely will be several levels of bricks you can purchase. We probably will have just a walkway and not a wall and will reach out to the Class of 2020 regarding purchasing bricks.
- ttt) **LSC:** There is a meeting this Thursday, June 11 via Zoom. Sabrina and Memory will attend.

81) Old Business

LPHS Covid-19 Emergency Relief Fund: This has been put on hold, as there are concerns regarding student privacy and the school's liability. The teachers are compiling information and hope to have an LSC vote at the next meeting (June 11th).

82) New Business:

Elections:

- a. All voted in favor of the below 2020/2021 FOLPHS Board Nominees:

President – Sabrina Spitznagle
Vice-President - Kristen Feurer
Treasurer – Christina Sciarrotta

Secretary – Misha Mann
Assistant Secretary – Judy Wahl

- b. All voted in favor of the below 2020/2021 FOLPHS At-Large Board Member Nominees:

Sara Shacter
Memory Jacobs
Suzanne Rovner
Eury Chrones
Jackie Hertigodt

- c. The 2020/2021 FOLPHS Committee Chairs are:

Marketing & Communication Committee Chairpersons – Sara Shacter & Christy Bauhs

Open House Committee Chairpersons – Jackie Hertigodt and Judy Wahl

Teacher Appreciation Committee Chairpersons – Sabrina Spitznagle and Kristen Feurer

Pledge Drive/Brick Donation – Eury Chrones and Stephanie Koslo

Fall Social and Spring Gala Chairperson – Suzanne Rovner

Auction Chairperson - OPEN

Social Media & SpiritWear Chairpersons – Debra Sitar and Luisa Shortall

LSC Liaison – Memory Jacobs

IB Coordinator – Memory Jacobs (But would prefer for someone else to take this position)

Community Fundraising –

BOP –

83) Announcements / Miscellaneous:

We discussed that the Athletic / Booster (Bryan Hansen) is taking over the spring and fall athletic nights, but we really should have a sports / Booster liaison at all FOLPHS meetings. Sabrina will discuss with Dr. Steinmiller, as it might be more effective coming from him.

84) Adjourn 8:17 pm.

ATTENDANCE

Jodi Torzewski (interested in helping out) - Sabrina to contact to see if she is an IB parent/interested in acting as IB liaison (***her child will be in Double Honors, but she is planning to help with the Brick Drive, and she also would be interested in helping with the Open House**)

Sara Shacter

Eric Lezcano
Gena Moser
Jackie Herigodt
Christina Sciarotta
Eurydice Chrones
Christy Buahs
Tasha Robinson
Dr. Steinmiller
Luisa Shortall
Coach AJ (Antwon Jennings) - 2000 Alum-
Sara Jackson
Raji
Emily Wong
Shenay
Robin Fine
Stefanie Coslow
Misha Mann
Sally Phen
Memory L Jacobs
Suzanne Rovner
Sabrina Spitznagle



FRIENDS OF LINCOLN PARK HIGH SCHOOL

July 21, 2020 BOARD MEETING MINUTES

1) Welcome and call to order- Sabrina-6:34 pm

2) Officer Reports

A) Report from Principal Steinmiller:

- What does the fall look like?
- A report of a Zoom meeting with the teachers. There were lots of questions from teachers. It was a good meeting where the teachers asked lots of questions about how in-person teaching will work. LPHS will be putting together responses on their questions.
- **Insert power point presentation given to teachers.**
- The Senior Leadership Team will be responding. The Senior Leadership Team (SLT) consists of Dr. Steinmiller, Dr. Daniels, Ms. Watson and Adam Stucky.
- The Hybrid Model- will use both the Freshman and Main buildings for both 9 and 10 graders. They will enter from a variety of assigned locations. There will be assigned restrooms. The protocol for the Hybrid Model will be one of isolation and procedures to avoid cross contamination.
 - If LPHS must go 100% remote, LPHS is trying to make school better in the processes and engagement with teachers and students. As one year of loss of instruction sets children back 3 years.
 - Target July 30 Townhall in the July 26 email newsletter.
 - There will be a weekly email newsletter will be issued every Sunday at 3 pm.
- Principal Steinmiller discussed the groups he meets with regularly and explained the Acronyms of Parent groups including:
 - PPLC- Learning Committee on the LSC – connects LSC to CTU
 - PPC- Connects with the Union
- We meet with these groups ongoing regardless of special circumstances like the Pandemic.
- PPLC- next Tuesday, July 28
- Here are the questions they will address:
 - How will classes be organized?
 - What does a typical day look like?
 - How does it work for teachers and families?
 - How can we use good practices? For example: sports conditioning started. If rules are not followed or people get sick, protocol and sports will be change.

Questions for Principal Steinmiller:

Question from Patricia Fuentes- Could the administrators, staff and teachers perform a “Dry Run” of how a typical day would work?

Answer from Principal Steinmiller- That is a good idea. We will explore.

Question from Sara Schacter- Could Juniors and Seniors meet the teachers at school so that they at least are familiar with one another even if they are not going to have in-person schooling for these grades?

Answer from Principal Steinmiller- He will take that idea back to the SLT.

Question from Sabrina Spitznagle- Will there be stricter standards for the minimum requirement for how often teachers will communicate and hold classes for remote learning with students? Some teachers did not have regular interactions with students.

Answer from Principal Steinmiller- Yes, LPHS has been working guidelines for how Remote learning will work.

Question from Erin Malley- Is there a way for parents to learn more about Google platform so they can better understand what is being asked of our students? Will there be a home room?

Answer from Principal Steinmiller- Students will travel in pods. He also said that was a great idea and would look into offering some sort of Google Classroom training for parents. Students will not have a homeroom.

Question from Arlan McMillan -Is there an assignment dashboard.

Answer: Steinmiller- Sign up for Parent Portal which will give you access to Aspen, the grade book. LPHS will see if there are additional items we can add to access.

Question from Luisa Shortall-We have three new principals. What happened to the former assistant principals?

Answer from Principal Steinmiller- Each principal has found a new position

Questions from Luisa Shortall-How do we improve communication and connection to school with 100% remote learning?

Answer from Principal Steinmiller- He will think about how to do that if the juniors and seniors are 100% remote.

Question from Dana Librot- Could they find a way for students to do small group projects and/or be in small groups to get to know one another?

Answer from Principal Steinmiller- He reiterated the “pods” plan for the fall and said he would look into it.

B) Introduction of Assistant Principal Dr. William Daniels. FOLPHS President Sabrina Spitznagle thanked Drs Steinmiller and Daniels for joining us.

- C) **President's Report-Sabrina Spitznagle-** Excited for upcoming year. This is our first official meeting as the new board. Sabrina asked Committee Chairs to review their budgetary needs for the upcoming year.
- D) **Vice President's Report – Kristen Feurer-** Introduced herself and mentioned how impressed she was with the number of attendees.
- E) **Treasurer's Report- Christina Sciarrotta-** Not present. Sabrina mentioned that the Treasurer's Report will be sent to the group following the meeting.

Venmo will be added as a payment method for donations.

- F) **Secretary Introduction- Misha Mann.** Excited to be part of the group. President Sabrina Spitznagle moves to approve June minutes. Sara Schacter seconds the motion. President calls for a vote. All vote in favor of approval. Motion passes.

President Sabrina Spitznagle moves to post minutes on the FOLPHS website. Secretary Misha Mann seconds. Presidents calls for a vote. All vote in favor of approval. Motion passes.

3) **Committee/Director Reports:**

- A) **Marketing & Communications Report- Sara Shacter** -There were two banners that were taken down: one banner related to supporting teachers and a corporate sponsorship banner. Could they go back up? Principal Steinmiller will ensure that they get put back up. Sara will send an email to Principal Steinmiller with the information about the banners. Sara discussed that she has been working with Bruce Neimeyer who formally held this position. They are discussing virtual open houses and using Constant Contact to communicate on Spirit Wear. Sara is also looking at creating a Business Directory for LPHS. Questions for the group include: should the directory only include parents of current LP students? Alumni? Or both? The idea is to promote LP and create community.

Sara discussed the website and asked us to send photos and updated bios to Christy as soon as possible.

- B) **Pledge Drive/Brick Campaign Committee Report- Eury Chrones-** Eury had a good discussion with Sabrina on the Brick Campaign. Eury talked to Lakeview High School which did a similar program. They discussed how to combine donations and multiple donors on bricks. She also discussed how to get the brick provider as a CPS vendor. Eury is working on a description of the program with details on how to honor a student, how to appeal to alumni, groups, sponsors, etc. She is also asking about the cost to get logos on bricks. Eury has an architect on the committee who will be advising on where to locate the brick wall, how to build it, etc.

President Spitznagle suggested the main walkway for a location.

- C) **Teacher Appreciation Committee Report- Sabrina Spitznagle-**Welcome breakfast cannot happen this year. Sabrina suggested a gift card for the teachers. Sabrina asked the Board to

send her ideas virtually. Principal Steinmiller said that Ms. Watson should be involved in celebrations going forward. Sabrina will be connecting with her.

- D) Spirit Wear Committee Report- Luisa Shortall-** Luisa asked about doing masks for freshman? Or a masks and sanitizer combination? The cost difference is around \$2500 for masks only and \$4000 with the sanitizer. There was a lot of discussion about the masks. Group agreed to investigate gator cost, get the exact count on Freshman from Mr. Stuckley. On average there are around 550 Freshman. Principal Steinmiller mentioned he preferred gators since students lose them. It was suggested that masks/gators are not white since they get dirty. It was confirmed that we will not be doing in person sales for Spirit Wear and that CPS committed to giving 3 masks to each student. It was suggested that orders could be delivered to students in their pods. Luisa will look at this information to figure out how to properly re-stock for fall.
- E) Social Media- Debra Sitar-** No report. Debra was not present. Sabrina mentioned that some schools had BIPOC pages and LPHS does not. Principal Steinmiller commented that LPHS will be talking about Diversity and Inclusion throughout the school year.
- F) Open House Committee Report -Jackie Herigodt-** Jackie was not present. Principal Steinmiller mentioned that he and Jackie have met. There were going to set a date for a follow up meeting and discuss what worked last year. Maybe do a Go Pro tour so they have a pre-recorded option and possibly a live option. They are collecting ideas. They are looking for existing footage.
- G) Fall Social/Spring Gala Committee Report- Suzanne Rovner-** Could we do something in February?
- H) Auction Committee-** No chair. No report. Sabrina discussed turning this committee into a “Fund-a-Need” committee where we work with teachers, administrators, and staff to find out what is needed and auction those needs off to raise funds. It was discussed that we would need a wish list. Since people are hesitant to attend events. This might be a good option. We will need someone to lead this Committee.
- I) Community Fundraising- No Chair.** No report.
- J) Corporate Sponsorship- Sara Shacter.** No update.
- K) International Baccalaureate Liaison- Memory Jacobs** would like to have someone else take over. She was not present at the meeting but gave her comment to Sabrina. Sabrina mentioned that Mary Tookey needs funds for training. They do a potluck, but it will be virtual this year.
- L) LSC Liaison- Memory Jacobs-** Not present. No report.

4) **Old Business:** Nothing discussed.

5) **New Business:**

Fall Social- Suzanne Rovner. Suzanne discussed doing virtual happy hours. She was looking at doing it by grade level. Misha mentioned that at another school, they do an Ambassador program where parents/students act as ambassadors for new students/families. Misha suggested doing something similar or having designated “Ambassadors” host or be part of each happy hour. Suzanne discussed

doing multiple happy hours so that the groups do not get too large. It was discussed that groups could be by program i.e. IB, HH, etc., by major i.e. Vocal, Band, etc. and/or by grade level. Principal Steinmiller mentioned that we will try to host all events normally, but virtually. There was a discussion about reaching a large group all at once. Misha mentioned that Lincoln Yards was hosting movies (in partnership with the Davis Theatre) and maybe that was a venue that could be explored since LY is so close and they have indicated that LY wants to partner with LPHS.

6) Announcements/Miscellaneous:

Nothing discussed.

7) Adjourn

ATTENDANCE

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FRIENDS OF LINCOLN PARK HIGH SCHOOL

<https://www.folphs.org>

Folphs@gmail.com

1) Welcome and call to order- Sabrina-6:33 pm

2) Officer Reports

- A) **President's Report-Sabrina Spitznagle-** A phishing email was sent with Sabrina's name on it to all board members. In light of this activity she will remove our email addresses from the webpage and will keep only the main FOLPHS email address on the webpage. All emails will be sent to appropriate board members from this one main email. Sabrina asks Board members to update their profiles and photos on the website. Sabrina announces that Jodi Torzewski will be serving as the Community Fundraising Chair and asks Jodi to consider becoming a voting Board member. Sabrina also mentions that we do not have quorum at the time of her report so we will vote on posting Treasurer's Report online via email.
- B) **Vice President's Report – Kristen Feurer-** No updates but is reflective on Monday nights city events. Hopes we can all “keep on, keeping on” and moving forward together.
- C) **Treasurer's Report- Christina Sciarrotta-** Not present. Sabrina mentioned that the Treasurer's Report will be sent to the group following the meeting.
- D) **Secretary Misha Mann.** Approval of Minutes: Secretary moves to approve July minutes. Sabrina Spitznagle seconds the motion. President calls for a vote. All present voted in favor of approval, but we will need to vote again via email because we did not have a quorum.
- E) **Dr. Steinmiller-**
 - 1. LSC discussion meeting was held this evening. He is reflecting on his thoughts on the opinions he heard this evening. There were opinions on both sides. At some point, he must make a recommendation to move forward.
 - 2. PPC-They meet monthly. LPHS and the PPC have common visions for instruction for the upcoming school year.
 - 3. Dr. Steinmiller does not think that the remote portion of the Spring semester worked well. LPHS has been hosting positive teaching modules to help make teachers more effective in the remote Fall session.
 - 4. Dr Steinmiller does not think that the Southern states that have already gone back to school were ready. He is hoping to learn from their early experiences.
 - 5. LPHS is waiting for guidelines for the Fall so that LPHS and CPS plans for the fall align.
 - 6. Friday there will be Town Hall meeting. At the meeting, Dr. Steinmiller will review what we can expect for remote learning in the fall. It will be synchronous. It will be live. Department chairs will be meeting on Wednesdays and will take what they learn

regarding curriculum and share in their teams in meetings on Thursdays to share best practices.

They are looking into Pear Deck, which is a Google Slides add-on, that enables teachers to be much more interactive when they are teaching remotely. It is \$4700. LPHS is trying to get CPS to pay for it.

Mr. Pliss has had significant success with the Math class he taught over the summer. They are hoping to build on his success, and have other teachers use his model / methods.

7. There are weekly communications coming from the school at 3 pm every Sunday. You should get a phone call and an email. If you are not getting these communications, please email Mr. Chris Hardesty at cjhardesty1@cps.edu and Ms. Troche at vtroche1@cps.edu and let them know.

Jackie Herigodt suggested that the information get posted on the FOLPHS Facebook page.

Questions from the attendees and from last meeting to review with Dr. Steinmiller:

1. Will there be a parent university for Google platform?

Answer: Yes, there are working to improve ongoing communications and will share information on:

- Google platform
- Aspen
- Post-secondary opportunities
- What is dual credit?
- IB- what does that mean?
- Honors, Double Honors and Arts

2. A parent asked about Math placement test- did her child miss them in the Spring?

Answer: Email Dr. Steinmiller and he can address.

3. Will CPS provide water bottles?

Answer: That is what they are being told.

4. Question from Julie Molina- Will Naviance and Blackboard be linked?

Answer: Blackboard and Naviance are getting emails out. They are flushing out the email/communication information and process. Blackboard does the voice calls. Blackboard can also do texts, messaging, etc. They will be using both Naviance and Blackboard to communicate with parents. Each program has advantages and disadvantages, but they are working to use both as effectively as possible.

3) Committee/Director Reports:

- A) **Marketing & Communications Report- Sara Shacter** - Sara discussed that she has been working with Bruce Neimeyer who formally held this position. They are discussing virtual open houses and using Constant Contact to communicate on Spirit Wear. Sara is also

looking at creating a Business Directory for LPHS. Questions for the group include: should the directory only include parents of current LP students? Alumni? Or both? The idea is to promote LP and create community.

- B) Pledge Drive/Brick Campaign Committee Report- Eury Chrones-** Eury is working on a description of the program that she will share with the Board including questions, pricing, sizes and details on how to honor a student, how to appeal to alumni, groups, sponsors, etc. She is also asking about the cost to get logos on bricks. Eury has an architect on the committee who will be advising on where to locate the brick wall, how to build it, etc. We will be allowed to have one school logo. The brick provider does have a "Lion" but it doesn't look like ours and since we spent a lot of time on branding, we will have to discuss what we want to do about the look of the "Lion". Eury would also like to address whether or not we add a Waller High School logo. It was discussed that brick pricing should be a minimum of \$100. People can put money together to buy one brick. Bricks will be 4 x 8 and 8 x 8. The intention is build upon this program year after year.

Question from Sabrina: what is the timeline for getting this complete and presentable for the fall fundraiser? Last year the Pledge Drive launches in September. We need to get the detailed summarized so we can run it by Principal Steinmiller.

Answer from Eury- Currently looking at being ready in October but will work to get this complete in September. Perhaps we need to have a board discussion prior to September 15 meeting?

Question from Luisa Shortall- Where will the brick wall be located?

Answer from Eury: information will come soon on possible locations.

Suggestion from Meredith Grossman Dunbar- At a past school that did a brick wall, prominence of the brick location depended on donation size i.e. larger bricks were more expensive and had more prominent location. Bricks started at \$500.

Suggestion from Colleen Murakami- Promote Brick program to local businesses.

- C) Teacher Appreciation Committee Report- Kristen Feurer and Sabrina Spitznagle-**Welcome breakfast cannot happen this year. Sabrina suggested a Starbucks or Amazon gift card for the teachers. Kristen asked the Board to send her ideas that would be virtual.

Suggestion from Eric Lezcano- what about helping with supplies for teachers?

Suggestion from Colleen Murakami- local coffeeshops or local LP businesses?

Suggestion from Julie Molina- Make your own pizza kits?

- D) Spirit Wear Committee Report- Luisa Shortall-** Luisa did research on the sanitizer, gaiters, and masks. Research is stating that the gaiters are not effective, so she will not recommend them. She has also looked into LPHS candy that is packaged in school colors. Water bottles

were mentioned, but the group thought it would be too expensive. Sabrina stated that the gifts for freshman will be picked up at school once we know more about the schedule. Sabrina suggested do a small gift bag that includes car magnet, a sticker, and the candy if we spend approximately the same amount as we did last year on the Freshman gift. Luisa said she can get the items together and orders take about 2 weeks.

Suggestion from Michelle Berman- What about pop sockets?

Suggestion from William Dean- Stickers?

Suggestion from Colleen Murakami- beach towels? She mentioned seniors got them and love them. Could we have them at the spirit store as a regular or maybe a Spring item?

Volunteers are needed to help put Gift bags together. Julie Molina volunteered to help.

E) Social Media- Debra Sitar- No report. Debra was not present.

F) Open House Committee Report -Jackie Herigodt

Jackie and Principal Steinmiller had a good meeting. They were going to set a date for a follow up meeting and discuss what worked last year. They will be working with Dr. Daniels to do a Go Pro tour, so they have a pre-recorded option and have a live option. They are collecting ideas. They are looking for existing footage. There will be department videos. The Go Pro will provide a live “walk through LP”. It will also be good content for the web. The final product will be launched the 3rd Saturday or Sunday of October. It will be launched with live footage, but that session will be fully recorded and available electronically for anyone who misses the live presentation. This will cost less than our traditional open house events. We will need to pay for some video production work. There will be live Zoom calls where students and parents can get questions answered. Jackie would like to set the tone for how this should work. LPHS will be doing it in their own way.

Jackie would like to create a template for doing this for future years and future volunteers so there is a formula for them to follow and the process is simplified going forward.

Dr. Steinmiller and Jackie are hoping to put together a box/bag or do something interactive. Hopefully, there will not be any printing which would eliminate our costs. They will be meeting again soon with the committee.

Question from Sara Shacter: How will it be launched? Would it be possible to do it during the week and on the weekend? Maybe two Zoom calls?

Question from Sara Shacter: Can the Communications Committee get the information ahead of time to promote?

Answer from Jackie: Yes, and Judy Wahl will be helping.

Question: Who will be participating in the video?

Answer from Jackie: Students will be able to speak directly to students and parents will be available to speak to parents.

Suggestion from Eric Lezcano- look at the settings for the broadcast to ensure it cannot be hacked. Eric stated that they put together something similar for Virtual Athletic Night and that Jackie/Sara can look at what they did on the Booster’s page for an example. They had the coaches and the student athletes speaking. He asked if they could share information about the Athletics page.

- G) **Fall Social/Spring Gala Committee Report- Suzanne Rovner- No report. Suzanne was not present.** Could we do something in February?
 - H) **Auction Committee-** No chair. No report. Summary by Sabrina: we will be doing a wish list of what the teachers need. We need a chair for this.
 - I) **Community Fundraising- Jodi Torzewski-** Our first community fundraising event will be on Saturday, October 3 from 5 to 9 pm at Chipotle on Fullerton. Sara Shacter will put out a promotional email on the event in English and Spanish. Orders through app and for catering count towards sales. 30% of the proceeds from Chipotle sales will go back to FOLPHS. Jodi asked for us to send her ideas for other restaurants to her email.
 Question from Sara Shacter: when should we promote?
 Answer from Sabrina: 2 weeks ahead of event, 1 week ahead and a couple days ahead to promote the event if it does not conflict with other FOLPHS and LPHS communications.
 - J) **Corporate Sponsorship- Sara Shacter.** No update.
 - K) **International Baccalaureate Liaison- Memory Jacobs-**
 Memory talked with Ms. Tookey and they will be talking again 8.21 to discuss ways FOLPHS can assist the IB program this year. They typically do a potluck, but it will be virtual this year. They will send out information by grade level.
 - L) **LSC Liaison- Memory Jacobs-** There is an LSC meeting on LSC to review the presence of the Security Resource Officer (SRO). A vote will take place that will decide whether or not LPHS will have SRO officers in 2020-2021 school year.
- 4) **Old Business:** Nothing discussed.
- 5) **New Business:**
- A) Mr. Scott Zwierzchowski is putting together a Voter Registration Drive virtually for the students. FOLPHS will share information about the event.
 - B) Sports-Eric Lezcano reported that IHSA has specific rules about sports this fall. They are allowing tennis, swimming, golf and running. The IHSA guidelines have been sent out, but LPHS is waiting for CPS to send out their guidelines. IHSA had allowed fall sports to start 8.10, but sport start is delayed to 8.17 to coincide with CPS publishing their guidelines. Parents have the right to remove their students from participating. All students participating in sports will be required to sign a waiver.
 - C) **Announcements/Miscellaneous:**
 1. The Board will need to vote on whether to post Treasurer’s Report.
 2. Next meeting will be held Tuesday, September 15 at 6:30 pm.
 - D) **Adjourn- 8:07 pm**

ATTENDANCE

Board		
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Sabrina	Spitznagle	spitznagle98@gmail.com
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Will Clark	

William Dean



**FRIENDS OF LINCOLN PARK
HIGH SCHOOL**

MEETING MINUTES 9.15.2020

<https://www.folphs.org>

Folphs@gmail.com

- 1) **Welcome and call to order- Sabrina-6:32 pm**
- 2) **Officer Reports**
 - A) **Principal Report-Dr. Steinmiller-**

First days of school: there are scheduling issues, counselors are doing an amazing job and teachers are focused on emotional learning. Goals: by the end of the week, all major changes will be where they need to be, and minor changes will follow the next week.

Changes to the IB, HH and Advanced College Prep- Email went out. Changes to the curriculum came from Dr. Steinmiller's conversations with parents and teachers. What does it mean?

*Shifts will help align MYP. All students' classes will be part of MYP even in HH.

* Things will not change for juniors and seniors.

*They will be reviewing AP, HH and dual credit classes and curriculum.

*They are not dismantling HH.

*This will align HH to be part of the IB curriculum as LP is defined as a wall-to-wall IB school.

*LP wants to be authentic in being an all IB school. More focus on our school mission.

*LP hopes this will open more class options for students who want to have some IB, AP and Dual credit classes.

Dr. Steinmiller is working on an IB report that outlines requirements for the IB program that must be adhered to before June 2021. He is in contact with the LSC on these items as well and will report to the LSC at their October meeting.

Sabrina: How are future kids applying to LP? Is it selective enrollment? Dr. Steinmiller answered, it is not. The type of school LP is will not change. The requirements for entrance and eligibility for LP programs will not change.

Eury Chrones: Asked about which parents were asked. She is a HH parent and was not included in the conversations. She asked about scores and kids who did not want to specifically join the IB program. Dr. Steinmiller addressed her question with the clarifications listed above.

Jen Lapins: Is LP doing this because of cost to the IB program? This was a comment in the chat. I do not think Dr. Steinmiller saw the question, so it was not addressed.

Sara Shacter: IB is a teaching philosophy. It is like teaching in a different style. More projects and multiple-choice quizzes and tests.

Staffing: Dr. Steinmiller states that LP needs a full-time programmer. This would be a strategic staffing move for LP. Diverse learning teachers will now meet with one grade level only and one area of content, so they are much more focused. Dr. Steinmiller recognized all that the programmer and other teachers are doing to fix schedules including Ms. Troche. A few teachers who had complained about the remote teaching have made good strides in being more comfortable in the platform. Training has helped. Dr. Steinmiller is talking to the LSC about 3 new positions. CPS will be asked to fund positions.

Schedule changes related to teachers: Dr. Steinmiller had to rearrange schedules so teams/departments can meet. Teachers need to have class time and time to meet with their department heads/departments for best practices especially during remote learning. Some classes had 120 kids in them, so changes still need to be made.

Schedule changes related to students: Dr. Steinmiller said they had 700 requests for schedule changes. Conflicts were related to a class being only offered one time each day. There are 73 classes that are over capacity. They must adjust and figure out where the classes/students can go to offset overloaded classes.

Communications: WE need to have more communications sent out from LP. Time is not on our side and every day or every other day is preferred while things are still in flux. We need to address the communications and get everyone: parents/teachers/administrators on the same page so LP can move forward.

Jackie: Thank you – teacher planning meetings are so important. Appreciate Assistant Principals and all you are dealing with related to Covid and remote learning.

Misha: Thank you to Ms. Martello and all those teachers helping with scheduling conflicts!

Monik Frustrated with schedule changes. Dr. Steinmiller asked to have them communicate directly with him.

Eury: Her child had schedule changes 4 times in a week. She has already contacted him with no response. She is very frustrated. Dr. Steinmiller asked her to contact him directly.

Barbara: One year ago, everything at LP was golden and now it is different. You have a complicated job and a big job at the same time. This should have been done ahead of time. It is hard for the kids. My son is attending a class he is not enrolled in and did not intend to be in. Ms. Martello tried to help with his schedule but could not. Dr. Steinmiller apologized for not responding to her email and stated he tries to get back to each email within 48 hours.

Sara: Everyone needs some reassurances and need to not worry about catching up to what they have missed due to being in the wrong classes. Kids are worried about homework and how much they must do. Principal Steinmiller- He is meeting with teachers on 9/16 about screen time versus homework time. They do not want to over burden students with too much screen time but do need to have a certain amount of homework.

Maria: Her child has two classes with no teachers. She has called counselors. Her daughter attends another school and she has heard from every one of her daughter's teachers.

Leena: APUSH- What was the email about related to APUSH (AP US History)? Dr. Steinmiller-5 of the APUSH classes for students. LP will be opening more APUSH classes for students to enroll in. If your student is interested, have your student email the request to his/her counselor.

Luisa: No resolution yet for her child. Need an answer on the schedule change needed. It was suggested that she try LPHGCSupport on Google Meet through her student's log in. Or to contact Ms. Troche. Add counselor at the title of the email and cc: Dr. Steinmiller.

SAT information: Questions arose about the SAT and how it would occur given COVID. Sabrina asked if it was required. Dr. Steinmiller answered that it is State required. There will be two dates/opportunities for students to participate in the SAT. Once in September and once in October. They had to consider students who were eligible for National Merit Scholars. The first test date is September 23. It has been determined that the test can be safely done at school. There will be 200 to 250 kids testing at once. They will need volunteers.

Sabrina asked if the test is mandatory or if it affects graduation as some kids are not comfortable being at school yet. Dr. Steinmiller stated it does not.

Fundraising: Dr. Steinmiller has reviewed the new Principal handbook for remote learning and has also met with the Network Chief. They know that other schools in the Network are doing fundraising. We got the green light from the Network to move ahead with fundraising. If we do not need LSC approval i.e. events where people gather, we can do the fundraising.

B) President's Report-Sabrina Spitznagle-

Sabrina thanked Dr. Steinmiller and said that participation is great...thanks to Covid, everyone can attend Zoom meetings! The pause in Fundraising is over. We are approved to do fundraising. Any fundraising related to the gathering of people is prohibited, but we will monitor it as time goes on.

C) Vice President's Report – Kristen Feurer- No report.

D) Treasurer's Report- Christina Sciarotta- Introduced herself and mentioned this is her second year as Treasurer. The Balance is higher than it would normally be because we did not have the distributions in the spring that we would normally have. In 2020, we normally would have had grant distributions, but because of the abbreviated school year we did distribute.

2019 Taxes are complete. Business registration has been submitted. Annual report is complete. Parents will get tax exempt forms. It will take about 4 weeks to get them ready to pick up.

By this point in the year, we typically have a draft of the budget for the school year, but because fundraising was put on hold, we do not have it. She will put the 2020-2021 budget together and send it out in the next two weeks.

She mentioned a locker software program that we will pay for that costs \$500.

There are some restricted donations. These go directly to programs in the school. They were not distributed. Christina will contact the Departments to ask if they need the money.

Immediately following the meeting, Misha saw that the band department was short funds for instruments and let Christina know. Christina will be contacting the Department head to distribute funds to support the purchasing of instruments.

Sabrina noted that we raised \$95,000 last year.

Should we include Treasurer's Report on website? Board still needs to vote on this.

E) **Secretary Misha Mann.** Misha moved to approve the July Minutes. Sabrina seconded. All voted to approve. Sabrina motioned to approve the August minutes. Kristin seconded. All voted in favor to approve.

3) **Committee/Director Reports:**

A) **Pledge Drive/Brick Campaign Committee Report- Eury Chrones-**This was on hold due to the fundraising issue and now that we can move ahead Eury will return to working on the program. Here's a summary of the program: Eury is working on a description of the program that she will share with the Board including questions, pricing, sizes, and details on how to honor a student, how to appeal to alumni, groups, sponsors, etc. She is also asking about the cost to get logos on bricks. Eury has an architect on the committee who will be advising on where to locate the brick wall, how to build it, etc. We will be allowed to have one school logo. The brick provider does have a "Lion" but it doesn't look like ours and since we spent a lot of time on branding, we will have to discuss what we want to do about the look of the "Lion". Eury would also like to address whether we add a Waller High School logo. It was discussed that brick pricing should be a minimum of \$100. People can put money together to buy one brick. Bricks will be 4 x 8 and 8 x 8. The intention is build upon this program year after year.

Sabrina is suggesting that we start up in October/November.

B) **Teacher Appreciation Committee Report- Kristen Feurer and Sabrina Spitznagle-**

Welcome breakfast cannot happen this year. Sabrina suggested a Starbucks or Amazon gift card for the teachers for \$10 or more. Kristen stated that the gift cards can be emailed. Aiming for doing this the week of September 21.

- C) **Spirit Wear Committee Report- Luisa Shortall and Debra Sitar-** Do we have photos of the Freshman Bags? Luisa will photograph when she is at school. Bags look good. Spirit Wear will host a special offering with around 3 items that Luisa will stock. She will feature one item with a couple items to accompany it. Maybe car magnets for non-freshman since they are getting one in their welcome package. Pick up with be at Luisa's house. Luisa might start with a hoodie. Debra mentioned that an email did not go out to the Freshman families yet. She will send it out with approval from Sabrina.

Sabrina thanked Luisa and Christina for putting together the bags.

Kristen suggested the sleepwear pants. They were popular in the spring.

Volunteers are needed to help put Gift bags together. Julie Molina volunteered to help.

- D) **Social Media- Debra Sitar:** Now that we have the green light to do fundraising, Debra will post the Chipotle event.

Last Spring, Debra tried to make Instagram more interactive. It was successful. The kids really liked it and were engaged. Proposed doing a virtual spirit week. Dr. Steinmiller asked Debra to work with Ms. Watson (cmwatson4@cps.edu) and Ms. Martello (akmartello@cps.edu).

Sabrina has a few people who have reached out to her to volunteer. She will circle back with them to see if they could help with the Virtual Spirit Week.

Suzanne suggested that the Cheerleaders put together a cheer. She will reach out to Ms. Troche who leads the cheerleaders.

Christy asked if we have a school song? A fight song perhaps? Do people know it? She also mentioned Ms. Hilton teaches dance and is very enthusiastic. Maybe she could be involved?

- E) **Marketing & Communications Report- Sara Shacter –**

Sara discussed online ordering. She also talked about advertising for the Open House and how to get people registered for the Open House. She is working with Jackie and will need the information in 4 weeks (just before the event). Christy is updating the brochure.

A couple comments were made in the Chat about communications. Naviance is glitchy which is how the students get communications. Blackboard is direct from Aspen and is the parent communication platform. If your name is in Aspen, you will get the communications.

- F) Open House Committee Report -Jackie Herigodt** - Jackie has not met with the committee. They will schedule a time with Dr. Steinmiller and Mr. Stuckey. They are looking into a drone but keeping cost in mind. This would be a great way to show off the school. Jackie will send the agenda and costs to Christina. Sabrina saw the video they have and thought it was amazing. Open House is October 17. Jackie has been reviewing college tour videos for inspiration.

Volunteers are needed to help.

- G) Fall Social/Spring Gala Committee Report-** Suzanne Rovner-Suzanne discussed the Spring Gala. Her hope would be for 150 people to be in attendance, but that might not be possible. If we could do it, would 150 people come? Sabrina suggested rolling over our deposit funds to 2022 at Galleria Marchetti to save the date for next year. She will start planning in November.

Regarding the Fall Social, no in-person events are allowed at this time. Other schools are doing some social distanced events. Should we? Could we do something in a parking lot? BYO? In the past, the fall social was considered a success if 50 people attended.

Directive is nothing in person for now.

Sabrina suggested a Zoom happy hour. Maybe by grade or program? Who would host? At the very least, could we do one for freshmen parents?

Barbara Perlman was going to be in contact with Suzanne. She has a friend who is now doing Zoom fundraising galas.

- H) Auction Committee-** No chair. No report. Summary by Sabrina: we will be doing a wish list of what the teachers need. We need a chair for this.

- I) Community Fundraising- Jodi Torzewski-**

Now that we have approval to move ahead with Chipotle event. Debra will post SM info. Event date is Saturday, October 3 from 5 to 9 pm at the Chipotle near the school/Fullerton. Sara Shacter will put out a promotional email on the event in English and Spanish. Orders through app and for catering count towards sales. 33% of the proceeds from Chipotle sales will go back to FOLPHS.

Jodi mentioned that Whole Foods is no longer doing shopping events, but they are donating \$200 to \$2,000. Sabrina will review the information from Jodi.

Patti suggested: Can we have a calendar for the year for all fundraisers? This would be helpful to share. Maybe create a calendar for all school events.

- J) Corporate Sponsorship- Sara Shacter.** No update.

K) **International Baccalaureate Liaison- Memory Jacobs-** Memory is working on a date for the potluck with Ms. Tookey. It will be a virtual event. Comment was made asking if we could do virtual potlucks for other groups i.e. Drama, Choir, HH, etc.

L) **LSC Liaison- Memory Jacobs-** No update since many parents attended the LSC and content was like the Principal's report for FOLPHS.

4) **Old Business:** Nothing discussed.

5) **New Business:**

A) Announcements/Miscellaneous:

1. The Board will need to vote on whether to post Treasurer's Report. We did not review that at this meeting.
2. Yesi -asked who to contact for College Readiness information. Answer: Heidi Shoults.
3. Next meeting will be held Tuesday, October 13 at 6:30 pm.

B) Adjourn- 8:07 pm

ATTENDANCE

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Yesi	-



**FRIENDS OF LINCOLN PARK
HIGH SCHOOL**

MEETING MINUTES 10.13.2020

<https://www.folphs.org>

Folphs@gmail.com

1) Welcome and call to order- Sabrina- 6:30 pm

2) Officer Reports

A) Principal Report-Dr. Steinmiller- Textbook pick up event: There will be two dates. First date is October 15, and second date is October 21.

Update on classes: Classroom work is going well. Teachers are working hard to limit screen time homework. They are also looking in Block Schedule options. They will need input from students, PPLC (Professional Learning Committee) and the CTU. An 80% approval is needed.

LP is looking at doing things differently. In PE they are doing meditation. Dr. Steinmiller visited Ms. Kong's class and observed the meditation. Kids seemed to be enjoying it.

B) President's Report-Sabrina Spitznagle-

Textbook pick ups October 15 and October 21. We need volunteers. Patti Gamble can do 10/15. Misha, Sabrina, Kristen, and Jennie will volunteer as well.

Welcome Night is next Thursday, October 22. Dr. Steinmiller will speak and so will Sabrina. There will be a video and then attendees will break out into different rooms. Break outs will run for 15 minutes and parents will get to meet teachers.

We need volunteers to host rooms. Freshman room: Venecia Sanchez and Sandy Gerding are volunteering. For Sophomore room: Rebecca E. Eden is volunteering. Senior room has Barbara Perlman.

We need a volunteer to host the Junior room.

Sabrina met with other "Friends of" groups in the area. They mentioned that their schools are focused on diversity and inclusion. Does FOLPHS want to add? Who would oversee this? What would this look like? She also stated that it was clear LP needs to convey what we are doing for tech. Tech is a big focus for school fundraising and marketing the school.

C) Vice President's Report – Kristen Feurer- No report.

D) Treasurer's Report- Christina Sciarotta- Christina was not present. There was no report.

Should we include Treasurer's Report on website? Board still needs to vote on this.

E) Secretary Misha Mann.

Sabrina moved to approve the September Minutes. Misha seconded. All voted to approve.

Sabrina motioned to make Jodi Torzewski a voting Committee Member. Misha second. All voted in favor to approve. Sabrina motioned to make Luisa Shortall a voting Committee Member. Kristin seconded. All voted in favor to approve. Both motions carried and now Luisa and Jodi will be able to vote on all future motions.

3) Committee/Director Reports:

A) Pledge Drive/Brick Campaign Committee Report- Eury Chrones- Information page is almost ready. Eury will send the draft to the Board for feedback. Then the campaign will be ready to launch.

B) Teacher Appreciation Committee Report- Kristen Feurer and Sabrina Spitznagle-

Sabrina and Kristin reported that they sent out \$10 gift cards to the teachers last week. This was a welcome gift to the teachers. Typically, the committee hosts a breakfast in September and gives a smaller gift card in October. The \$10 covered both events from a financial standpoint.

C) Spirit Wear Committee Report- Luisa Shortall Sales are going well. Pick up will occur at both textbook pick up events. 100 units were sold totaling \$2900 in 9 days.

She will offer other items as a feature for next sale.

D) Social Media- Debra Sitar: Debra will be launching a virtual Spirit Week from October 26 to October 30. She is meeting with her group on October 14 to discuss the details. If anyone has photos to post, please send them to her at lphsliionsden@gmail.com. She just recently put a photo on Facebook. It was a "Caption This" photo. It is getting a good response.

E) Marketing & Communications Report- Sara Shacter –

Sara discussed online ordering. She also talked about advertising for the Open House and how to get people registered for the Open House. She is working with Jackie and will need the information in 4 weeks (just before the event). Christy is updating the brochure.

A couple comments were made in the Chat about communications. Naviance is glitchy which is how the students get communications. Blackboard is direct from Aspen and is the parent communication platform. If your name is in Aspen, you will get the communications.

F) Open House Committee Report -Jackie Herigodt – Absent. Happy Birthday Jackie! Sara gave a report on her behalf. A meeting was held last Friday. They went back and forth with the production company but have finally settled all items. The final draft of the contract was emailed to Dr. Steinmiller. He will review. They need the funds and then can proceed on the scope of work.

Dr. Steinmiller will do a welcome, they will walk through a typical day at LP and they host break out rooms. Not all of the presentation will be live. They realized it would be too hard to do this. They will have a teacher from each respective focus area/discipline speak about their programs i.e. Band, IB, Visual Arts, etc. Questions can be asked in the breakout rooms hosted by each teacher. Registration has already started. Early registration is helpful in starting the communications process. Theresa McCormick has a list of the 8th grade counselors. Sara will send the marketing information to share to the Board and to the LP community. Please share on social media and share with your friends on their Facebook pages.

- G) Fall Social/Spring Gala Committee Report-** Suzanne Rovner- Suzanne discussed the Spring Gala. She will reach out to Galleria Marchetti to see if we can roll over our deposit funds to 2022 at Galleria Marchetti to save the date for next year. She will start planning in November. She has already talked with a woman named Robin who does virtual Galas. Robin's fee to assist is \$2,000. There are lots of things that can be done. They are looking into ways to provide food via a pre-order and delivery system and maybe even a beverage delivery system for the evening of the event. They are also discussing scavenger hunts, a recorded performance by the choir, a wine tasting or cocktail tasting event, etc. They still want to include the Live Auction and the Paddle Raise. The key to the success of the event will be to create a fun and lively event/atmosphere and make it interactive.

Suzanne still wants to have bigger ticket items. We can use an app for live, silent auction and tickets.

Regarding the Fall Social, no in-person events are allowed at this time. Other schools are doing some social distanced events. Directive is nothing in person for now.

Sabrina suggested that we institute a \$25 paddle raise fee in lieu of tickets. She also stated that FOLPHS will be pursuing the Auction items differently this year as previously discussed, and we will get the needs of the school and auction them off instead of silent auction items. Misha Mann has volunteered to chair the Auction Committee.

Sara stated that other schools are also doing the virtual events.

Sandi Gerding will donate a painting. Misha will reach out to her.
SandismithGerdingArtwork.com

Misha suggested using local restaurants for food and getting a pre-fixe and preset menu. It would be a win-win for the local restaurants and build support and better relationships with local restaurants.

Baran suggested contacting Café Orchid. It is a small BYO restaurant nearby and great for small gatherings.

- H) Auction Committee-** Misha Mann. Misha will be the chair. She will work with Dr. Steinmiller, Department Heads at LP and volunteers to create a wish list for the school.

There will be a variety of items and price points. A report will be made at the next Board meeting. Misha will reach out to volunteers for assistance.

- I) Community Fundraising- Jodi Torzewski-** Chipotle event on Saturday, October 3 from 5 to 9 pm at the Chipotle near the school/Fullerton was a success. We earned \$317.11 and approximately 50 families participated. 33% of sales went to LP. Check has been cut by Chipotle and is in the mail.

We can do another event later in the year with Chipotle as they allow 2 per year.

The next event will be on November 11 at Lou Malnati's. Three locations are participating including Lincoln Park, Lincoln Square and Bucktown. Hours will be 11 am to 10 pm.

They will donate 20% back to LPHS.

Some suggested Portillo's and Sofia requested Taylor Street location. Jodi reported that Portillo's donates 20%. Misha noted that Addison street location will open early in November so they might want to host an event.

Jodi has reached out to restaurants local to LPHS and many are either not interested or have not responded. The pandemic has taken its toll so many restaurants might not be interested.

Several parents requested that we announce LP's participation in the Amazon Smile program and post it on all LP Facebook groups. Thanks for the suggestion Patti!

Patti suggested: Can we have a calendar for the year for all fundraisers? This would be helpful to share. Maybe create a calendar for all school events.

- J) Corporate Sponsorship- Sara Shacter.** Sara sent a draft to Sabrina for review. Sabrina will review. Sara met with Collen Murakami and they discussed the for the Business Directory. It will be a Google document with sub-categories. Those who want to participate will pay \$25 to get listed. The directory will run January to January and will get updated annually. Sara noted that parents of current students, alumni and parents of alumni will be included to start. They are working on ideas for perks so send Sara suggestions if you have any.

Sabrina asked Dr. Steinmiller if he is okay with it and he said it is fine.

- K) International Baccalaureate Liaison- Memory Jacobs-** Virtual IB Potluck is November 5. Ms. Tookey joined us and explained how the event used to work with parents bringing in lots of great dishes to share and pass, parents stayed in one room and teachers rotated so they could share information on their classrooms/subject matter with each group. The tradition started in 1988. This year we will host a Zoom virtual format. Mr. Hardey will assist with the virtual break outs. Memory expressed her gratitude to Ms. Tookey for putting the event together especially given the challenges with the pandemic. Ms. Tookey thanked FOLPHS for their past work on the collateral material they create for open houses and stated how classy and versatile the information was for LP.

- L) LSC Liaison- Memory Jacobs-** Memory reported on last week's LSC meeting. She mentioned that the most impressive parts of the meeting with the Student Voice and Student Affairs presentation. She stated that the kids were thorough and organized. She said it was wonderful to witness and if you did not attend, you missed out.

Sabrina echoed Memory's praise and mentioned that the kids were articulate and had great ideas.

Dr. Steinmiller noted that the LSC elections will be held on November 19 which is also report card pick up day.

- 4) **Old Business:** Nothing discussed.

- 5) **New Business:**

A) Questions:

1. Memory asked about communications for the Zoom link. Debra and Sabrina stated that the link for the meeting is sent to those who express interest, so we limit the opportunities for hackers to take over the meeting. Sara assured the group that communications about the meetings go out to all the parent lists that LP has.
2. Memory also noted that our website meeting dates are not current. Sabrina will ask Christy Bauhs to update.
3. Sara asked Dr. Steinmiller about homework. Are they trying to limit it? Dr. Steinmiller stated that they are trying to be very cognizant about screen time to not overload students. Some children are overwhelmed with eLearning and the Pandemic, so they must balance homework carefully.
4. Misha asked about whether there was a Camera must be on policy? Dr. Steinmiller stated that they cannot require it, but teachers are handling it in different ways. He also stated that from his observations of Google classes, many teachers are engaging the students via Google documents with live interactions and that while students may not have their screens on, they are talking to one another. Misha mentioned that some students find having screens on can be distracting when they break off to do work.
5. Michele mentioned that in Parent University you can blur your background, so no one has to worry about what is behind them.
6. Next meeting will be held Tuesday, November 10 at 6:30 pm.

B) Adjourn- 7:50 pm

ATTENDANCE

Board & Committee Members		
Sabrina	Spitznagle	spitznagle98@gmail.com
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Ashanti		x
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Barbara Perlman	bperlman@sbcglobal.net	x
Beth Miller	bethcaronmiller@gmail.com	x
Beth Rosenberg		x
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MEETING MINUTES 11.10.2020

<https://www.folphs.org>

Folphs@gmail.com

- 1) Welcome and call to order- Sabrina- 6:34 pm**
- 2) Officer Reports**

A) Principal Report-Dr. Steinmiller

New marquee has been installed. It is colorful and there is video capability.

Modeling practices for our students. There is a tier system of support. Asynchronous for teachers. The school continues to monitor the workload for students, so they are not spending too much time outside of class on homework, but most of all, not too much additional time on a screen.

They are now focusing their energy on social/emotional support for our teachers and students.

They will be doing some upgrades to the Auditorium from a grant that the school has received. The grant totals \$250,000. They will be getting a new curtain for the stage.

Parent-teacher conferences are Thursday, November 19. Parents should be getting a communication via email with links from each teacher to set up conferences. The conferences are 10 minutes long. The conferences will run from 11 am to 6 pm. The communication should be sent by November 13 to parents. Jackie stated that this is a similar protocol to the spring conferences.

B) President's Report-Sabrina Spitznagle

Welcome to all attendees. And thank you to everyone who attended and worked on the Open House. It was a success, and it took a lot of work to set up virtually. Thank you Jackie, Judy and Dr. Steinmiller and to all our teachers and volunteers.

More thank you: to teachers, staff and parent volunteers who worked on the two Textbook pick up nights.

Thank you to all that helped with and attended the Virtual Welcome Back Night. Everything went well until we had some Zoom bombers. That aside, it was a great evening. Thank you to our volunteers Venecia Sanchez, Sandy Gerding, Rebecca E. Eden, and Barbara Perlman.

Thank you to everyone who helped set up the IB Virtual Potluck specifically Memory Jacobs and Mary Tookey. And thank you to the teachers who spoke and helped host “rooms” for each grade level.

Suzanne Rovner will talk about the February Social Event. [On a related note, if someone wants to take on a freshman night, please contact Sabrina.](#)

[We are also looking for a volunteer to lead FOLPHS on Diversity and Inclusion. Contact Sabrina if you are interested.](#)

Sabrina also remarked on how great the new marquee is and noted that we will be able to use the marquee for fundraising by offering to announce student’s birthdays or other personalized messages for a fee. The cost to have your child’s birthday announced has yet to be determined.

[We are looking for a volunteer to manage the messages and fundraising for FOLPHS.](#)

C) Vice President’s Report – Kristen Feurer- No report.

D) Treasurer’s Report- Christina Sciarotta- Christina was not present. There was no report.

[Should we include Treasurer’s Report on website? Board still needs to vote on this.](#)

E) Secretary Misha Mann.

Sabrina moved to approve the October Minutes. Sara seconded. All voted to approve.

3) Committee/Director Reports:

A) Pledge Drive/Brick Campaign Committee Report- Eury Chrones- The Brick Drive program has been launched. Please forward this email/link to your friends, grandparents, neighbors, etc. Eury is sending the information to alums.

[Misha suggested that the current FOLPHS board host a brick.](#)

B) Teacher Appreciation Committee Report- Kristen Feurer and Sabrina Spitznagle

Report card pick up is November 19. We will give all the teachers Starbucks gift cards, and hopefully, in the spring, we be able to will give them a physical gift.

C) Spirit Wear Committee Report- Luisa Shortall

Athletic Boosters are doing a fundraiser with sweatshirts. It is one week-long and they are focused on selling 200 pieces. Textbook pick up was a good opportunity for students to pick up spirit wear. Luisa will promote another spirit wear item at the holidays but will be distributing out of her home. There are still 2 people who did not pick up their items at Textbook pick up due to the rain.

We still have freshman gifts. Everyone would prefer to get as many gifts to the freshmen as possible. They will try to distribute a pickup on parent-teacher conference day.

D) Social Media- Debra Sitar. Debra was not present. No report.

E) Marketing & Communications Report and Corporate Sponsorship- Sara Shacter

Sara has tabled the business directory until after the Open House. **We are looking for someone to assist Sara with the directory.**

F) Open House Committee Report -Jackie Herigodt

The event went well. There were a few technical difficulties related to sound, but Dr. Steinmiller handled it well and the “show” continued. Jackie is looking for a recruit for next year’s open house. She would like to teach someone the ropes as she will not be around next year (her child is a senior).

Sara reflected that the virtual open house is great as anyone can view it at anytime now that it is recorded. She also suggested that we create a short version related to the school program details so that parents/guardians that are interested could view the important details without searching through the entire program. She remarked that it is important to reflect what is noted on GoCPS about the LP programs and clarify anything that is unclear. She thought that Dr. Steinmiller helped explain those items in his remarks at the Open House.

Statistics:

Last year- there were 900+ people who signed up

This year- there were 1500 people who signed up. The guess is that 1000 people participated in the live event.

Dr. Steinmiller is going to send a message to each of the contacts/counselors on our list that the video is now live.

Sabrina thanked Jackie and Judy.

G) Fall Social/Spring Gala Committee Report- Suzanne Rovner.

Suzanne stated that the Gala will be going virtual. The event is February 26.

She has already talked with a woman named Robin who does virtual Galas. Robin’s fee to assist is \$2,000. Sabrina, Kristen and Suzanne spoke previously about the event. The \$2,000 covers hardware, tech, recording and the staffing to help us the night of the event. There will be 10-15 break out rooms led by Robin’s team.

Suzanne moved to allocate \$2,000 to hiring the gala consultant. Sabrina seconded it. All voted in favor of allocating the funds and the motion passed.

She will reach out to Galleria Marchetti to see if we can roll over our deposit funds to 2022 at Galleria Marchetti to save the date for next year. We will need a new contract for 2022.

There are lots of things that can be done. They are considering a “choose your adventure” where there are options like: (1) cocktail making class, (2) trivia night or (3) night with a sommelier just to name a few examples. They are looking into ways to provide food via a pre-order and delivery system and maybe even a beverage delivery system for the evening

of the event. They are also discussing scavenger hunts and a recorded performance by the choir. They still want to include the Live Auction and the Paddle Raise. The key to the success of the event will be to create a fun and lively event/atmosphere and make it interactive.

Sabrina stated that FOLPHS will be pursuing the Auction items differently this year as previously discussed, and we will get the needs of the school and auction them off instead of silent auction items. Misha Mann has volunteered to chair the Auction Committee.

Regarding silent auction items and live items: Suzanne still wants to have bigger ticket items. We can use an app for live, silent auction and tickets. Suzanne will do research on trip options, discuss the parking spot with Dr. Steinmiller and graduation seating tickets (for up to 8 people). We may or may not be able to do some of these items that are typically part of the event.

If you had a house in Michigan/Wisconsin or anything else that you would like to donate, please let Suzanne know.

- H) Auction Committee-** Misha Mann. Misha will be the chair. She will work with Dr. Steinmiller, Department Heads at LP and volunteers to create a wish list for the school. There will be a variety of items and price points. A report will be made at the next Board meeting. Misha will reach out to volunteers for assistance.
- I) Community Fundraising- Jodi Torzewski- Not present.** Sabrina notated that November's event is at Lou Malnati's. There are three locations participating. Portillo's is likely to be the next fundraising location.

Patti suggested: Can we have a calendar for the year for all fundraisers? This would be helpful to share. Maybe create a calendar for all school events.

- J) International Baccalaureate Liaison- Memory Jacobs-** Virtual IB Potluck was November 5. Ms. Tookey joined us and reflected on the event. She described the event as vibrant and stated that Mr. Hardesty did wonderfully with the tech end of things. There were primarily freshman families with about 50 families participating. Jennifer Rucker hosted the senior room; Ms. Koehler hosted the sophomores. Dr. Steinmiller popped in and out of each room to check in. The event was not recorded. Ms. Tookey wanted to give parents the ability to speak freely and ask questions and not worry about being recorded.

Sabrina asked if anything was coming up for IB.

Ms. Tookey mentioned IB information sessions and asked about having students visit virtually after they accept/get placed at LPHS. Dr Steinmiller stated that there might be rules/limitations on sitting in on current classes and it might require CPS permission. Sara mentioned that the school visit clinched attendance for her son. It can be a big tool in helping students and families decide where they will be attending high school. Sara suggested we utilize Black Oaks with some Questions and Answers and maybe have some teacher and student interviews in the respective disciplines or do a virtual drop in on teachers and/or classes. Ms. Tookey wants to start this process early so we are ready in

March. Jackie stated that this will really help get kids involved and continue to be a part of LP long before they attend in person (and let's hope we all do by fall 2021- Misha comment). Ms. Tookey and Memory will meet after the holiday to set up time for next steps.

K) LSC Liaison- Memory Jacobs- The next LSC meeting is on November 12. In person voting for the LSC Council will be held on Thursday, November 19 from 7 am to 7 pm at LPHS. Parents should be receiving ballots via the USPS. They need to be returned by November 18. Parents can vote on parent and community reps. Community members can vote on parent and community reps. Parents and community members can vote for up to 5 candidates in total. Students vote on student rep and teachers vote on teacher reps. There are 6 parent positions, 2 community positions, 2 teacher positions, 1 non-teacher position and 1 student position on the Council.

4) **Old Business:** Nothing discussed.

5) **New Business:**

A) Questions:

1. Senior Committee- a question came from Memory Jacobs on whether or not there is a senior committee for student senior events? Dr. Steinmiller stated that there is not a committee yet as they are focused on social/emotional well-being of students. A few parents commented that senior events such as graduation, prom, senior night, etc. are what the students are looking forward to and would be part of their social/emotional well-being.
2. Prom- Jackie asked if there is a possibility of prom? Dr. Steinmiller said that two teachers have volunteered to help figure that out. Both teachers have been a part of the Prom organizing committee in the past. Dr. Steinmiller stated they will come up with an Option A, B and C so they can make some sort of Prom happen, if Covid protocols allow in 2021.
3. Seniors will get photos on November 19. Photos will occur in the freshman gym. They will need to do a health screening to enter the building which will start with a phone screening: answering questions on your phone. Ms. Martello has all the instructions and will share as we approach the event.

Jackie asked if the students had to wear cap and gown for photos and if there will be a second date for those who miss November 19. Dr. Steinmiller stated that students could wear what they want. He also stated that they are considering letting students wear whatever color they want for graduation. Dr. Steinmiller will investigate a second date.

Jostens and Amazon are sources for gowns.

NOTE: since our meeting- the November 19 photo session was postponed due to rising Covid numbers. The event will be rescheduled.

4. Next meeting will be held Tuesday, December 8 at 6:30 pm.

B) Adjourn- 7:52 pm

ATTENDANCE

Board & Committee Members		
Sabrina	Spitznagle	spitznagle98@gmail.com
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Mr. Adam	Stucky	astucky@cps.edu
Mary	Tookey	METookey@cps.edu

Other Attendees	Email	11.10.2020
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Bill Choslosky	-	x
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Julie Molina	julie_molina2000@yahoo.com	x
Lizzie Furie		<u>x</u>
Maria Andriola	-	<u>x</u>
Maritza Vargas	-	<u>x</u>
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Rebecca E. Eden	rebeccaeden@gmail.com	x
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Sofia Tipiani	-	x
Steve Corda	-	x
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Venecia Sanchez	vsanchez88@sbcglobal.net	x
Yanna		x



MEETING MINUTES 12.8.2020

<https://www.folphs.org>

Folphs@gmail.com

1) Welcome and call to order- Sabrina – 6:32 pm

2) Officer Reports

A) Principal Report-Dr. Steinmiller

Dr. Steinmiller has been presenting at many local elementary feeder schools in a continued effort for the school selection process.

He continues to be impressed by the teachers and staff and how they are handling remote learning. He had an opportunity to pop into several classes with the Network Chief recently and saw in person all the good work and planning that the teachers had done and continue to do.

Dr. Steinmiller talked about the return to school for cluster program students scheduled for January 11, 2021. Teachers will go back first. Only half of the students are planning on returning. The challenge is to balance in person and remote learning. They have a very dynamic team in place and are covering every aspect of safety protocols. Custodians have been very involved in the planning as well.

Student Voice Committee has done a survey and feedback was due 12/9. The students are interested in how to make their class schedules work better and had explored block schedules. Dr. Steinmiller stated they would be reviewing information up until 12/14. There are a lot of factors that go into suggesting a change to the schedule and many groups at CPS including the PPLC that would have to be part of these decisions.

Homework: they are giving clarity over homework policy over break, better defining synchronous vs asynchronous time to manage screen time for students and will be expanding assemblies and activities for students. They are really trying to celebrate the students and encourage everyone to have a good break.

Thank you to FOLPHS for helping LP pay the CPS database vendor that we voted on via an email late in November.

Dr. Steinmiller commented that the LSC winners would be formally announced at the LSC meeting this week. Results have been posted, but it will not be official until the meeting.

Dr. Steinmiller will be presenting at the LSC meeting a “State of LP” talking about the past, present and future of LPHS. He will focus on how things started back in May/June when he came on board to where things with LPHS are now.

B) President's Report-Sabrina Spitznagle

Welcome to all attendees. Sabrina mentioned the live interactive field trip to Brooklyn Museum one of the art teachers (Ms. Walters) is trying to put together. Because they are not a CPS vendor, they have asked us to cover the cost. The cost is only \$130 for 2 classes to go.

Sabrina moved to approve the funding of the field trip; Kristen seconded the motion. All voted to approve, and the motion passed. Sabrina will be reaching out to Ms. Walters to let her know FOLPHS will fund.

We have a Diversity, Equity, and Inclusion Committee!! The chairs are Venecia Sanchez, Julie Molina, and Jen Malito, and they have done an amazing job so far. They will present during our meeting.

Ms. Watson joined our meeting, introduced herself and thanked Debra and everyone involved for their hard work on spirit week.

The Prism/Marquee is doing well with 4 messages already sold.

C) Vice President's Report – Kristen Feurer- No report.

D) Treasurer's Report- Christina Sciarotta- Christina was not present. There was no report.

The Board voted via email on whether we wanted to have our Treasurer's report posted on the website. The vote was unanimous for NOT posting on the website.

Anyone interested in the Treasurer's report is welcomed to join a FOLPHS meeting and the report will be sent to the Board after the meeting.

E) Secretary Misha Mann.

Sabrina moved to approve the November Minutes. Kristen seconded. All voted to approve. The motion passes.

3) Committee/Director Reports:

Pledge Drive/Brick Campaign / and Corporate Sponsorship Committee Report- Eury Chrones & Stefanie Coslow- The Brick Drive program has been launched. Please forward this email/link to your friends, grandparents, neighbors, etc. Eury is sending the information to alums especially last year's seniors. They are also looking at sports teams, clubs, departments, etc. Misha suggested that the current FOLPHS board host a brick. Dr. Steinmiller suggested we sell bricks again at the end of the year and specifically target our graduating seniors. There will not be discounts for students, but students are encouraged to host a brick and collaborate with their friends, teams, etc. to share in the cost. Right now, the deadline is February 28.

Eury stated that thus far, brick sales were slow. Many people stated they were interested but were taking time to confirm what they wanted to say. This is important because once you pay for the brick you cannot change your text or the clipart.

There was a question on whether the brick donation was tax deductible. It was unclear if it is since the money goes directly to the brick company and not FOLPHS. Eury was going to confirm.

Beth had mentioned that she would investigate as well as Little Lincoln and Lakeview High School both did a Brick Drive and would be able to let us know. She also suggested bundling for bigger sponsorship opportunities with items such as bricks, marques, banners, etc.

Someone suggested a slogan of “More bang for your brick” in the promotion of buying a brick over the holidays and getting a free spot on the Marquee.

Stephanie got a list of previous donors from Sara. She ran a few ideas by Sabrina prior to the meeting about businesses to approach and was looking into the LP Neighborhood group 43rd ward office of Michelle Smith, Old Town Triangle Association and the local Chamber to name a few local groups. Dr. Steinmiller needs to approve.

Sabrina suggested writing a thank you note to 2019 large donors when reaching out to them about sponsorship of a brick. Something to the effect of “thank you for your generosity last year” and “would you be interested in being a permanent part of LP by sponsoring a brick?”

Increased communications around the Brick Drive were suggested by Beth as she thought that some people believed that the general LP community did not understand that this drive was in lieu of the Pledge drive we typically host.

The theme of promoting the Brick Drive continued and Eury discussed doing some promotions after Christmas and perhaps adding incentives like a chance to “win” a free message on the marquee for anyone who donated. Suzanne suggested making it an item at the Gala or raffling off bricks. Beth had also suggested adding an extra line to the Brick Drive page that would allow people to make a direct donation to the FOLPHS page.

Luisa asked what the future of the Brick Drive is? How often will we do it? Eury stated that we continue to offer the Brick Drive as we can add bricks every couple years. Right now, the location suggested is the path near the Freshman building.

Sabrina noted that she got her brick. Ms. Hilton noted that the Poms squad was hosting a brick as well.

A) Teacher Appreciation Committee Report- Kristen Feurer and Sabrina Spitznagle

Report card pick up was November 19 and we gave all the teachers Starbucks gift cards, and hopefully, in the spring, we be able to will give them a physical gift. They got a lot of positive feedback. There is \$7,000 left in the budget. Please send Kristen and Sabrina ideas of what we could do for the rest of the year in lieu of the in-person events/functions we typically host.

B) Spirit Wear Committee Report- Luisa Shortall

Luisa wanted to do the plaid pajama pants, but they will not be available at the holidays as they are out of stock. She will try to do pajama pants in January/February instead.

Regarding goodie bags for the freshman, there are still many left overs and she would like to continue to try to get them to the students. She has offered to have a pick-up at her house. Is there a way to continue to distribute the gifts to freshman? Asked if we could deliver them, but Dr. Steinmiller did not think we could get addresses from CPS due to privacy.

Dr. Steinmiller will let us know a count of how many are left.

C) Social Media- Debra Sitar.

Debra was working with Ms. Watson on the December Spirit Week. They were enjoying planning and coming up with some fun ideas that would include the teachers and staff. Information will be sent out starting December 11.

D) Marketing & Communications Report - Sara Shacter

Friday, December 11 she will send out an email about the Brick Drive and Spirit Wear. Debra will send her the information she needs. There are lots of FOLPHS communications being sent this month including messages: 12/10, 12/11, 12/15, 12/18, 12/23, and 12/30.

E) Open House Committee Report -Jackie Herigodt. Jackie was not present.

Sara summarized that the Open House went well and was fun.

F) Fall Social/Spring Gala Committee Report- Suzanne Rovner

We will have a virtual event on February 26. The fees to have Galleria Marchetti help with a virtual event were too much so we will not be involving them in the 2021 event. 2022 we hope to be in person and Galleria Marchetti will hold a date. The date is yet to be determined as we do not have a school calendar yet.

She has been in communications with Robin who we have hired to help us with our Gala. Robin's fee to assist is \$2,000. The \$2,000 covers hardware, tech, recording and the staffing to help us the night of the event. There will be 10-15 break out rooms led by Robin's team.

The cost covers the fee for approximately 85 devices not per person. She is hoping that couples will share a device. We can always add more, but there is a fee.

It was suggested that we market the event on the Marquee and that the event needs to be updated on the website and that we should get a "Save the Date" out from the Communications team. Something will need to be drafted. Suzanne will contact Christy about creating the correspondence. We will also put it on the school calendar. Dr. Steinmiller will take care of that.

There are lots of things that can be done. They are considering a "choose your adventure" where there are options like: (1) cocktail making class, (2) trivia night or (3) night with a sommelier just to name a few examples. They are looking into ways to provide food via a pre-order and delivery system and maybe even a beverage delivery system for the evening of the event. They are also discussing scavenger hunts and a recorded performance by the choir. They still want to include the Live Auction and the Paddle Raise. The key to the

success of the event will be to create a fun and lively event/atmosphere and make it interactive.

The schedule will start with a welcome/open and at some point, a prerecorded performance from Mr. Cooper's choir class the Chamber singers. There will be an online bidding system which guests can use their tablet or phone to bid. There will be break out groups like a trivia group, game night or something else involving teams. Suzanne is working on the details.

If you have a house in Michigan/Wisconsin or anything else that you would like to donate, please let Suzanne know.

G) Auction Committee- Misha Mann. Misha will be the chair. She will work with Dr. Steinmiller, Department Heads at LP and volunteers to create a wish list for the school. There will be a variety of items and price points. A report will be made at the next Board meeting. Misha will reach out to volunteers for assistance. Misha asked about thanking past silent auction donors as a general nice gesture of support which is welcome given these challenging times for neighborhood small businesses. Sabrina stated she would send the list to Misha.

H) Community Fundraising- Jodi Torzewski- Not present. Sabrina noted that November's event is at Lou Malnati's and we have raised \$873.73 so far with our "dine and donate" restaurant. Portillo's is likely to be the next fundraising location in January.

We will continue to have Boqueria, which has tapas, as a dine and donate offer of 10% of the sales going back to FOLPHS. So far there has been \$324 in sales so we have earned \$32.40.

Sabrina asked if anyone has any ideas to send them to Jodi.

I) International Baccalaureate Liaison- Memory Jacobs- Ms. Tookey and Memory will meet after the holiday to set up time for next steps for spring IB events and open houses for students who get into the IB program.

J) LSC Liaison- Memory Jacobs- The next LSC meeting is on December 10. The votes for the LSC representatives have been tallied and the results will be announced at the meeting. There are 6 parent positions, 2 community positions, 2 teacher positions, 1 non-teacher position and 1 student position on the Council.

4) Old Business: Senior Photos:

NOTE: since our meeting- the November 19 photo session was postponed due to rising Covid numbers. The event will be rescheduled. Is there a new date?

5) New Business: The Diversity and Inclusion Committee introduced themselves. Venecia, Julie and Jen are leading the committee. They have discussed the purpose of the group, created a Mission Statement for the committee and a survey that they will send out.

Sabrina noted that it was impressive what they have accomplished in a short amount of time and she stated that she would send out the survey from FOLPHS email once she gets it

from the Committee and gets approval from Dr. Steinmiller. The goal is to get it out by the first week of January.

Once they get the survey results, Sabrina asked what the next steps will be? She suggested connecting with other schools to see what they are doing.

Memory suggested that the DIC join a LSC meeting and introduce themselves and let the LSC know who they are and their purpose. Suzanne told the group that she would let her husband, Gary, know that they would like to join a meeting as he is on the LSC. Memory told them to join the meeting when there is open/public comment so they would not have to stay for the entire meeting.

DEI Committee Purpose/Mission

Friends of Lincoln Park High School (FOLPHS) is committed to Diversity, Equity, and Inclusion. We share responsibility for including all voices in our discussions. We will not demean, devalue, or put down other people. We believe that our words affect other people and are open to hearing and learning from other perspectives. FOLPHS offers a safe place for all the community to share their thoughts and views on increasing DEI awareness while promoting our ultimate goal of improving the educational and cultural opportunities of all LPHS students.

1. Next meeting will be held Tuesday, January 12 at 6:30 pm.

B) Adjourn- 7:48 pm

ATTENDANCE

President and Teacher Appreciation Co-Chair	Sabrina	Spitznagle	spitznagle98@gmail.com
Vice President and Teacher Appreciation Co-Chair	Kristen	Feurer	kastoj@aol.com
Secretary and Auction Chair	Misha	Mann	misha.mann@gmail.com
Marketing & Communications Co-Chair	Sara	Shacter	sfshacter@gmail.com
LSC Liaison	Memory	Jacobs	mljacobs@uchicago.edu
Fall Social and Spring Gala Chair	Suzanne	Rovner	rovnerfamily@yahoo.com
Pledge Drive/Brick Donation Co-Chair	Eury	Chrones	eurydice.chrones@hangar-12.com
Spirit Wear and Social Media Co-Chair	Luisa	Shortall	lfshortall@sbcglobal.net
Spirit Wear and Social Media Co-Chair	Debra	Sitar	sitar96@comcast.net
IB Coordinator	Memory	Jacobs	mljacobs@uchicago.edu
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Principal	Dr Eric	Steinmiller	easteinmille@cps.edu

Assistant Principal	Cynthia	Watson	cmwatson4@cps.edu
Athletic Director	Eric	Lezcano	elezcano@cps.edu
IB Director	Mary	Tookey	METookey@cps.edu
	Cory	Hilton	chilton@cps.edu

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