



## MEETING MINUTES 4.4.2022

<https://www.folphs.org>

[Folphs@gmail.com](mailto:Folphs@gmail.com)

### 1) Welcome and call to order- Sabrina – 6:38 pm

Everyone on the call and in person introduced themselves.

### 2) Officer Reports

#### A) Principal Report-Dr. Steinmiller

Spring break is in 3 days. There is a band concert tonight and Choir was last Thursday. The musical was amazing. So many attendees and great performances by all. The PSAT is on Tuesday, April 19. It is a non-attendance day for seniors and juniors. There will be state science exam for those students who want to participate on April 19 or parents can opt out their student. Parent/Teacher conferences are on Thursday, April 21. They will be offered in a hybrid manner with in-person and virtual options. Invitations will go out on Monday, April 18 for sign up. Department chairs continue to support hybrid option so it will continue.

The budget was released by CPS to LP. It was adjusted last week so it was late. Dr. Steinmiller will work on the budget. He must have it balanced by the LSC presentation on April 19. The total is \$20 million.

The Freshman building roof has a pool of water. They will need to address this with the budget. The boilers are old and there are other old mechanical systems. The boilers are the oldest in CPS. The Auditorium and gym space need renovation. They are sprucing up the Innovation Lab It is a maker's space.

Spring sports have kicked off. There are lots of students participating and there is a lot of excitement about the programs.

GoCPS process was extended to April 4. LP has 525 students accepting which is more than our normal amount. Sabrina heard tons of good feedback about LP during the process. We will be offering another information session on May 17. Beth mentioned that there will be an IB orientation as well.

Dr. Steinmiller mentioned that our longtime engineer has retired. He was helping us with the restroom update. They are still working on anti-graffiti initiatives along with repainting and regrouting tile. Dr. Steinmiller will have an update at the next meeting.

#### B) President's Report-Sabrina Spitznagle

Sabrina would like to vote on and decide what our fall fundraiser will be next year so we can plan accordingly.

College Night was a tremendous success. Thank you to Mr. Abed. And thank you to the FOLPHS Board for providing our visiting college personnel with dinner.

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

**D) Treasurer's Report- Ellen Vickman**

Ellen did extensive investigation and analysis of our past expenses and fundraisers. She has gone line by line through past records to put together details of how we raise and spend funds. She has been interviewing many Board and committee members. She has gone into QuickBooks back to September 2018. Ellen asked what we use Square for? Luisa stated that we do use it for spirit wear. Spirit wear is an on-going expense because as soon as you sell it, you need to replenish. It does make money, but it is primarily about engaging our students and creating school spirit. Ellen also inquired about PayPal: does anyone use it? Response is that we do not. There were also questions about Greater Giving and a payment made for \$800. We do not use Greater Giving so we should cancel our subscription plan. A question came up about the cost for our insurance. Ellen was trying to reconcile it against past spending. Michelle mentioned that many groups at other schools use AIM for their insurance needs.

She will have the full information on what we raised item by item for the Wish List at the next meeting. Documentation will be shared with the Board as Ellen continues to reconcile our records. Three cheers for Ellen!

**E) Secretary- Misha Mann**

Misha asked for an approval of the meeting minutes from March. Sabrina made a motion to approve the minutes. Kristen seconded the motion. All voted in favor and the motion passes.

**3) Committee/Director Reports:**

**A) Pledge Drive/Brick Campaign Committee Report- Eury Chrones**

No update currently.

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

Thank you for providing food for the college reps at College Night. The committee will provide a treat for all teachers (132 – 150 to be safe per Dr. Steinmiller) for report card pick up/conference day. We also will do something for Teacher Appreciation Week (the week of May 2) – likely we will post a message on the Marquee, have a treat one day (like donuts), and lotto tickets for all the teachers another day.

**C) Spirit Wear Committee Report- Luisa Shortall**

FOLPHS made \$1,400 in March on sales. They will sell spirit wear on report card pick up day. Communications will send out a sign-up genius for volunteers.

Luisa hopes to have the physical store opened after spring break. The store can be open on curriculum night and at other important school events.

It was suggested that we order and sell foam fingers for sporting events for spirit wear.

**D) Social Media- Debra Sitar.** Not in attendance.

No updates currently. She is actively posting on social media. Thank you for all you do.

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

Yelena Spector and ShaNita Daniel will be taking over the Marketing & Communications role.

They will put out communications about the Yard Signs. One yard sign is for graduates, and one is for LP students in general (i.e., new students). The orders go directly to the vendor. Pick up will be around May 4 or 5 at school. The cost of the yard signs is less than the sale price so FOLPHS will get raise money on the sales.

Rebecca is working on launching the business directory again in the fall. In the meantime, there will be communications going out promoting the directory.

**F) Open House Committee Report -Michelle Berman and Beth O'Connor**

Michelle and Beth in attendance. They are ready to start planning for fall. They will start with the websites.

**G) Fall Social/Spring Gala Committee Report- Suzanne Rovner and Kristen Feurer**

No update currently.

**H) Wish List Committee- Sabrina Spitznagle**

Sabrina discussed the fundraising options for the 2022-2023 school year to get a sense of what the group thought was the best course of action. Options are the Brick Drive, Pledge Drive, or the Wish List. The question came up about which of the fundraisers raised the most money. Points of discussion included the following on the Brick Drive: we only will install every other year. People might not want to wait two years to see their bricks installed. Kristen asked if there was an inexpensive way to add in bricks on a yearly basis? We are really hoping to show off the bricks and appeal to the new LPHS families. Installation is the costliest part and can run up to \$10,000. We raised \$39,000 with the Brick Drive, but our cost was \$17,000 for a net of \$22,000. Our profit would be less if we did not have a parent donate the installation cost. Eury also mentioned that the brick company offered a replica brick (for purchase). This way anyone purchasing a brick would get a smaller version to keep. The group liked the idea. After lots of discussion it was suggested that we host the Brick Drive in the Spring so we can order and then install immediately afterwards.

Ellen asked what is most compelling? Beth thought that the Pledge Drive with a thermometer to measure progress would help build excitement. The pledge drive raises the most money without inquiring costs and can be applied to the Wish List items. Most people seemed to agree that we should do a pledge drive instead of a wish list. Sabrina said that we still should work with the department chairs, teachers, and administration to create a specific Wish List for our purposes so that we can be strategic in our spending.

Sabrina made a motion to host the Pledge Drive in the fall and the Brick Drive in the spring as an add-on to our auction. Kristen seconded the motion, and all voted in favor. The motion passed.

Dr. Steinmiller mentioned that the school still has a goal for Smart Boards in every classroom so that can be added to the Pledge Drive "wish list." Stage Right is raising funds for the Auditorium. There about \$2 million in funds needed for the stage, curtains, mics sound system, etc. Anyone who attended the Urinetown performances heard how the new headsets/mics were great, but the sound system is old, so the sound cut out constantly.

Ellen mentioned that Lane and Peyton both had a good format for a pledge drive and would send over the form to the group for consideration.

**I) Diversity, Equity, and Inclusion Committee- Venecia Sanchez and Julie Molina.**

The committee has an email address: [FOLPHSDEI@gmail.com](mailto:FOLPHSDEI@gmail.com)

From March: The group met last week. They are focused on setting up an event with Sarah E. Dennis, PhD, founder, and co-leader of the Illinois Chapter of NAME (National Association of Multicultural Education- Advancing and Advocating for Social Justice & Equity). Dr. Steinmiller and Mr. Golebiewski are working with the DEI to have a parent engagement night. CPS and the network will promote events with DEI topics district and network wide. They will host the event in person and offer a Zoom option.

Sabrina made a motion to pay up to \$2,000 to pay for the speaker Sarah Dennis. Kristen seconded the motion. All voted in favor of the motion and the motion passes. DEI to schedule at their convenience. This workshop will be for parents/guardians. Mr. Golebiewski is working on a separate event.

**J) Community Fundraising- Jodi Torzewski**

Jodi is awaiting information from Lou Malnati's and Oasis on the results of the two respective fundraising events.

**K) International Baccalaureate Liaison- Venecia Sanchez and Ms. Tookey**

Mock exams went well. April 28 to May 20 are the exams. It will be announced in the weekly newsletter.

**L) LSC Liaison- Rebecca Eden and Sabrina Spitznagle**

Rebecca is not in attendance. The LSC meeting is on April 19 at 6:30 pm. Voting takes place on April 21. Dr. Steinmiller needs to have the budget finalized by the meeting so it can be presented and reviewed.

**4) Old Business:**

No old business.

**5) New Business:**

## Senior Events:

Ms. Glunz joined the FOLPHS meeting to talk about all the senior events again. There are five separate senior events including: Senior Prom, Senior Luncheon, Grad Night at Six Flags, Senior Week and Graduation. Forms for all events go live at 7 pm on April 4. All fees are paid in Aspen.

Ms. Glunz reflected that this is the first time since Mr. Boraz, past principal, that LP is hosting all the senior events, so they are a bit out of practice. There was also an error on the cost for graduation tickets. Ms. Dragonetti is correcting that online.

Grad night is Saturday, May 14 at Six Flags. The kids will take a bus to the park and be there from 7 pm to 3 am. The cost will be around \$75 per person. Cost includes bus, rides, food, and drinks. Dr. Steinmiller will try to use some of the student fees to cover the bus cost and reduce the overall cost for the seniors. Teachers are the chaperones.

Prom is Friday, May 20 from 7 to 11 pm at the Hyatt Regency. The cost is going to be \$150 per person. We will need parental support with décor, the DJ, centerpieces, etc. The theme is enchanted forest. Ms. Glunz will be getting solar powered twinkle lights that can be re-used. She is thinking of setting up a Hoopa where students can take photos. They need help from parents to create the Hoopa. Sydney Walters will take photos. Ms. Glunz's husband will take candid photos. Tickets will be available to this event and all other senior events via Aspen.

Senior Week will be May 31 to June 3. They will be practicing the graduation ceremony during this week. Someone from the Administration will come and talk to the students about appropriate behavior for the graduation ceremony. The events of the week include a BBQ, field day, food truck and even a dunk tank. There is no budget for these items. This is where Ms. Glunz is looking for help from FOLPHS.

Students get their cap and gowns on Friday.

Senior Luncheon is another senior event on June 1 from 12:30 to 2:30 pm. DJing by Ms. Hilton. The location will be Pinstripes. The cost will be around \$40 per person and will cover the location, food, and a DJ.

Ms. Glunz is looking for sponsorship to help offset the costs of the events. They want to ensure that all students who want to participate can do so regardless of whether they can afford to do so or not.

In the meantime, they need parents to help work on all these events. Luisa has senior parent names. They need parents for different committees. Sabrina will send a sign-up link. They will need help with set up at Prom on May 20 which is from 7 to 11 pm.

## Freshman Building Teacher's Lounge:

Mr. Walters asked for funding for some improvements to the teacher's lounge in the Freshman Building. Sabrina made a motion to cover the costs. Sara seconded the motion. All voted in favor and the motion passes.

## IT Expenses:

Mr. Hardesty asked to be reimbursed \$920 for software costs. He put out his own money because the vendors were not CPS approved. Sabrina made a motion to reimburse Mr. Hardesty. Kristen seconded the motion. All voted in favor and the motion passes.

**Innovation Lab:**

There was an email vote to help cover the final costs for the Innovation Lab. Mr. Hardesty inquired \$1,184 for non-CPS vendors. An example of the costs are the TV stands. Sabrina made a motion via email to cover these costs. Kristen seconded the motion. The Board voted on email, and all voted in favor. The motion passed.

Next meeting will be held Tuesday, May 10 at 6:30 pm. The meeting will be in-person and on Zoom. The June meeting will be held on June 7 (instead of June 14), and we will meet at a fun location to celebrate the year.

**EID Event:**

FOLPHS was contacted via email by Zaid Khan, a Junior/President of the LPHS Muslim Student Association about helping cover the costs for an Eid celebration. Their request was for \$300 to pay for games, decorations, and food for 30 people for the celebration on May 12 at 4:30 pm. Sabrina made a motion to approve, Sara seconded the motion. All voted in favor and the motion passes.

**6) Adjourn- 8:13 pm**

**ATTENDANCE**

<b>FOLPHS Board and Committee Members 2021-2022</b>			
<b>Board Members (Voting Members)</b>			
President and Teacher Appreciation Co-Chair	Sabrina	Spitznagle	<a href="mailto:spitznagle98@gmail.com">spitznagle98@gmail.com</a>
Vice President	Kristen	Feurer	<a href="mailto:kastoj@aol.com">kastoj@aol.com</a>
Secretary	Misha	Mann	<a href="mailto:misha.mann@gmail.com">misha.mann@gmail.com</a>
Treasurer	Ellen	Vickman	<a href="mailto:ezickmann@gmail.com">ezickmann@gmail.com</a>
<b>At-Large Board Members (Voting Members)</b>			
Marketing & Communications Chair	Sara	Shacter	<a href="mailto:sfshacter@gmail.com">sfshacter@gmail.com</a>
Pledge Drive/Brick Donation Chair	Eury	Chrones	<a href="mailto:eurydice.chrones@hangar-12.com">eurydice.chrones@hangar-12.com</a>
DEI Co-Chair	Julia	Molina	<a href="mailto:Julie_molina2000@yahoo.com">Julie_molina2000@yahoo.com</a>
DEI Co-Chair	Venecia	Sanchez	<a href="mailto:Vsanchez88@sbcglobal.net">Vsanchez88@sbcglobal.net</a>
Fall/Spring Parent Parties Chair	Suzanne	Rovner	<a href="mailto:rovnerfamily@gmail.com">rovnerfamily@gmail.com</a>
Community Fundraiser Chair	Jodi	Torzewski	<a href="mailto:Jbt312@comcast.net">Jbt312@comcast.net</a>
<b>Committee Chairs – (Non-Voting members)</b>			
Spirit Wear Chair	Luisa	Shortall	<a href="mailto:lfshortall@sbcglobal.net">lfshortall@sbcglobal.net</a>
Open House Committee Co-Chair	Michele	Berman	<a href="mailto:bermansm@sbcglobal.net">bermansm@sbcglobal.net</a>

Open House Committee Co-Chair	Beth	O'Connor	
<b>LPHS Administrators and Staff</b>			
Principal	Dr Eric	Steinmiller	<a href="mailto:easteinmille@cps.edu">easteinmille@cps.edu</a>
IB Director	Mary	Tookey	METookey@cps.edu
Diverse Learning Teacher	Dawn	Glunz	dmglunz@cps.edu

**Other Attendees**

<b>Attendees</b>	<b>Emails</b>
Heydy France	
Yesenia	
Nychole Matthews	
Mischa Tarkowski	
Jaime	
Alicia Hernandez	
Jen Malito	