



www.FOLPHS.org

FOLPHS@gmail.com

FOLPHS March Meeting

LPHS Community Room, #112

March 14, 2023

Welcome and Call to Order 6:30pm

Officer's Reports

Principal Dr. Steinmiller

Overview of soft campus lockdown yesterday. Overall, Dr. Steinmiller was really impressed with faculty, staff, and students and how professionally everyone handled the situation.

Recap:

- An LPHS student saw an individual in Oz Park holding something which appeared to be a gun. Student reported to LPHS office.
- Administration made 911 call and alerted LPHS Safety and Security team. Per CPD & CPS protocol, once that emergency call is made, Chief Deputy/Asst Deputy oversees all communication and decisions regarding campus lockdown.
- As it was close to change in bell schedule, immediate decision made to keep students in classrooms so they would not be transitioning in between buildings. This is technically referred to as a soft lock down. In contrast, a hard lockdown would be an imminent threat and students would be hiding and away from windows.
- Dr. Steinmiller and police were outside in mall area quickly identifying students coming back from lunch and handing them off to Security who escorted them into building.
- CPD had immediate response with cars on scene at campus, searching Oz Park and area businesses. Although Administration is unable to provide details regarding perpetrator, the weapon was a bb gun and there was never a direct threat to LPHS.
- LPHS Administration is heavily invested in providing communication updates to our parent/family community. In these cases, there is a protocol of approval before communications can be disseminated.
- Note to parents: when there is an emergency, please do not flood the front desk with phone calls, particularly requesting your student be released from campus and/or asking when the lock down is going to end. For the safety of all our faculty, staff, students, etc.,

it would not have been prudent to allow any student outside until authorities cleared the area of any threat.

- Dr. Steinmiller is particularly proud of how well faculty, staff and students handled the situation, including the individual who reported it to the office immediately.
- Special thank you to Ms. Walker who was fully prepared. The team knew their roles, how to handle and to remain calm. As reminder, the school will always treat threats as authentic emergency until we can confirm it's not a threat. That includes de-escalating situations without police involvement.

As a monthly standing item, Principal Steinmiller provided an update on efforts related to Lion Pride: One school/One community. There are continued investments in building up relationships with our 8 feeder elementary schools. Ms. Theus has been visiting our 8 elementary feeder schools as we want them to know that we're their home school. Although there are selective enrollment opportunities, they get to attend LPHS no matter what. That can bring a lot of confidence to kids who may feel overly pressured by the CPS high school enrollment process. On April 24th, there is a principal roundtable with LPHS and our elementary schools. The broad discussion is collectively, what are elementary schools needs: gym, visual/performing arts, etc. that LPHS could assist with. Example would be allowing elementary schools play games in our gym on a Saturday.

Additionally, there is heavy investment in improving the elementary to high school "hand off" of IEPs. Currently, elementary IEPs are written in "minutes" and are focused on math and reading goals. On Friday, all case managers from our elementary feeder schools are meeting with the LPHS case managers on how to improve the transition so a student's IEP plan better incorporates needs of students now transitioning to multiple classes, different curriculum, etc. Overall concept is to treat LPHS and feeder schools as its own school district with stronger partnerships amongst us.

There is focused energy on building/strengthening community partners. LPHS attendance zone spans 5 different Alderman, two of whom didn't even know. With a coalition of 8 feeder schools and LPHS, we have the strength to work across our elected officials to invest in long term planning, whether that's replacing electrical, plumbing, architecture, athletic fields, etc.

Ms. Sepulveda is focusing on Chamber of Commerce and area businesses. She's providing them with administrative contact information, asking for input, and providing ways for them to partner with us.

LPHS has also received grants for two murals. As historical reference, on 2nd floor of LPHS main building, there is a mural from 1899 depicting the "History of Education." Although it helps continue the conversation of education evolution, it doesn't necessarily represent today's students. The two new murals, both slated to be outside Freshmen building will represent Latinx and black communities. The Latinx artist, Sentrock is a Chicago based street artist. CPS partnered with external non for profit organizations so murals can be funded outside vendor process. Budget is \$12,000 for two murals.

Q&A with Dr. Steinmiller:

- Suggestion from S. Portugal: it would be interesting to have our DEI committee add article on Sentrock for FOLPHS website.
- Dr. Steinmiller provided more clarification of soft vs. hard lockdowns. He also clarified that any social media threats are sent to FBI, CPD, etc. for investigation.
- Dr. Steinmiller to partner with Safety and Security team to look at viable options on communication channels during “emergency” situations. Group agreed that communication was surprisingly fast in lieu of circumstances. Would CPD/CPS protocol allow text or robo calls like Sunday afternoon calls we receive?
- Suggestion to put definition of soft vs. hard lockdown in weekly Lion’s Roar newsletter

President Sabrina Spitznagle

Reminder to talk to other parents about interest in increasing involvement in FOLPHS. We have several senior parents in key positions and will be looking to fill those vacancies. Specifically: Vice President, Social Media, Graphic Design. It’s a great opportunity to join and there is plenty of onboarding assistance if it’s new to you.

Vice President Kristen Feurer – provided Treasurer report for Ellen as well as spring fundraiser

Treasurer Ellen Zickmann – (not present)

Since last meeting, we’ve have an additional \$5,060 in revenue from donation, spirit wear, marquee, Amazon Smile and brick drive. Expenses total \$3,313 based on purchase of microwaves for staff, insurance renewal, fundraiser venue deposit, college fair and software subscriptions (Constant Contact and Neon). Current balance of \$58,476 with an additional \$14,000 balance our organization holds for other clubs.

Question whether there is certain threshold we do not want to go under. That is a separate conversation we can table until Ellen is present. As reminder, we voted to change our budgeting philosophy, so FOLPHS was not carrying excess funds year over year. All planned events have been budgeted for. It’s also good reminder that we need to collectively be pushing participation in primary fundraisers like the brick drive and Cinco de Mayo celebration.

Kristen also provided update to spring parent party. By next Friday, 8th grade students will know admittance. Party was purposely scheduled to later in year to include incoming Freshmen parents. It’s a great way to get new families involved.

We are hoping to sell at least 150 tickets. Important to remind families that tickets FULLY pay for food and open bar. Parent party was purposely pushed back to be open to incoming Freshmen families. It's a great way to get new families involved. Actual venue cost is \$100 per person so we need to be publicizing parent packages, corporate sponsors, and auction items as those account for fundraising aspect of event. Unfortunately, it is scheduled for same night as Six Flags senior day so we will miss some chaperones.

Secretary Sarah Portugal

Jodi graciously agreed to take February minutes in Sarah's absence. Sabrina has sent out to group to review in advance. Sarah made motion to approve minutes and Michelle seconded motion. Unanimous approval recorded.

New Business *moved up in agenda to accommodate schedules of voting members who had to leave early.**

Discussion regarding Sabrina's earlier email requesting FOLPHS pay for items that had not been funded through CPS. Specifically:

- ½ cost of buses transporting seniors to Six Flags Great America for Grad night
- Donating breakfast for case managers from 8 feeder elementary schools discussing IEP process
- \$231 vendor bill that was not approved as a CPS vendor at the time of charge but has now been rectified.

As reminder, FOLPHS also previously approved purchase of microwaves for faculty, staff, and students. Placard will be added to advertised that they were gifts from FOLPHS. (Email dated 2/20/23)

General discussion regarding how these expenses come up and are there ways to improve the process.

- Can there be sign up genius for staff coffee, cocoa, etc. that is Amazon auto order vs. periodically asked parents when they are out of supplies? Confirmation that there are not funds within CPS for these supplies. There is coffee supplied in cafeteria but not in teacher's lounge.
- Suggestion that each month's agenda include any items we're voting on that are outside approved expenses. Understand that there may be times we need to vote via email due to a time constraint, but they could still be listed on following month's minutes as documentation.
- Suggestion that Dr. Steinmiller and/or Administration submit a Google form for any monetary request. There would be screening questions confirming why request is being submitted, whether there is school based funding available, and has barrier been removed (i.e., one off request or ongoing need), does expense align with FOLPHS mission, etc.
- Lakeview provided as an example. There is Google form that anyone can submit.
- General discussion on how best to ensure these one-off expenses are supported within student fees. There was also discussion that LPHS is following up with families who have not paid fees, nor demonstrated they are under income threshold. They are also offering reduced fees and/or payment plans. and how some of these expenses should be incorporated into student fees.
- Dr. Steinmiller reminded group that over next 2 years, we have OST of \$300,000 and we should be exhausting all options prior to requesting expense coverage from FOLPHS.

Confirming prior approval via Sabrina's Feb. 20th email to fund 6 microwaves totaling \$478.06. Thanks to Michelle for finding them at Best Buy.

Confirming approval to fund breakfast for feeder school elementary case managers partnering with LPHS case managers on improving IEP transition plans. Sabrina moved to approve and Kristen seconded motion. All voting members approved except Suzanne who chose not to vote).

Confirming approval to make a one-time payment of \$231 to biliteracy vendor who was not in the CPS vendor system at time of charge. Sabrina made motion to approve. Kristen seconded. Unanimous approval. General discussion as to what the vendor is testing. Mr. Stucky was able to provide additional detail:

- The vendor who administers the biliteracy exam is currently in the CPS vendor system. This was a one-off error as they had fallen out of system when charge occurred.
- There are 220 seniors sitting for biliteracy test which is what seniors pay \$10. Depending on score, students may receive college credit. LPHS has improved from 19th to 4th in district for participation.

- There is another test called Seal of biliteracy. There are some students who already qualify for background of language but do not meet SAT threshold, so they need to take baseline test.
- Moving forward, both tests will be administered by CPS vendors.

Confirming unanimous approval to fund 50% of Six Flags busing for Senior Grad night. Sabrina moved to approve. Kristen seconded. General discussion of details:

- Total cost of busing to Six Flags is \$6,600. Senior committee is asking if FOLPHS can fund 50% to offset overall senior charges. In past, FOLPHS have contributed to senior activities. Historically, it's been 10 buses with 220-240 attendance.
- Michelle raised concerns with actual cost of \$6,600 as it's so high. Questioned whether it was something Ellen had already budgeted into senior activities and if not, how will it potentially affect other activities we were going to sponsor.
- Recognize that we need Ellen in discussion but brought up example of t-shirts purchased last year. We approximate cost of \$5,800 for shirts or overall cost of carnival.
- Request that Ms. Theus work with student life activity group to discuss potential concessions.
- Currently, there is \$7,000 budgeted for graduation/senior end of year events. Last year, we spent approx. 7,600 so went over. Additional bus request would push us over \$3,300.
- Comment from Ellen via text: Reminder that focus this year was to not over-budget. (i.e. fundraise for what we spend). We have the funds to cover these costs. It just means that there would be no overage to purchase additional smartboards.

General discussion that our current and upcoming fundraising activities (brick drive, yard signs, spring party and spirit wear) will provide much more visibility into what overage we may have for smart boards. Based on current budgeted items, we are able to handle planned expenses and some of these one-off needs.

Committee / Director Reports

Faculty & Staff Appreciation– Un Sil Hwang (Voting Member) and Co-Chair Annie Heitman

Great feedback from Valentine's Day and planning on survival kit for conference day, March 29th.

Brick Drive – Eurydice Chrones (Voting Member) - not present so Sabrina provided update

We have sold 13 bricks and are extending timeframe. General discussion on how to further promote to area businesses. Ms. Theus is going to incorporate into senior letter as well as alumnae letter. Promotion will be extended to May 5th so people can bid on a brick. Sabrina also asked Mr. Hardesty to promote on marquee.

Community Fundraising – Jodi Torzewski (Voting Member)- not present

Sabrina received communication from IO theater. They are interested in promoting a family night, first Thursday of every month. They may be good candidate to donate something for auction and good to potentially use as venue for any events next year. Freshman at IO theater.

Spirit Wear –Therese Matheny & Ellen Zickmann (Voting Members) (not present)

Spring order has been placed and should be in by next meeting. Great opportunity to promote new items: roll over shorts, short PJ pants, new sweatshirts including cropped hoodie. Special thanks to Indira for new logo. Spirit wear will be available at spring party.

Diversity, Equity, & Inclusion– Venecia Sanchez & Julie Molina (Voting Members)

Website was updated to promote Women’s History month. There will be cookbooks available at auction. Suggestion to promote as Mother’s Day presents as well as put in swag bags.

Social Committee – Kristen Feurer (Voting Member)- report deferred to Spring Parent Party

Spring Parent Party – Kristen Feurer (Voting Member)

Social Media- Debra Sitar (Voting Member)- not present

Reminder that we will need a replacement for social media as Debra’s student is a senior.

Marketing- Rebecca Eden and Indira Williams (Voting Members)- Indira not present

There are four businesses in directory but have not had time to advertise. Agreement that we can add any spring party corporate sponsors to business directory and potentially reformat it on FOLPHS webpage for broader visibility.

LSC Liaison- Sabrina Spitznagle & Rebecca Eden (Voting Members)

Meetings have been moved to 4:00pm for at least this school year. LSC members are busy with principal evaluation, coming up on budget recommendations, etc. For last meeting, it was long but primarily not a specific trend, just a lot of public participation.

Personalized Marquee Message – Sabrina Spitznagle (Voting Member)

We’ve received 7 new messages. There are lots of opportunities to push for senior messages around graduation.

Communications – Sabrina Spitznagle (Voting Member)

Open House Committee – Beth O’Connor – not present & Michele Berman (Voting Members)

Michelle is hoping to meet with Administration to plan date for 2023/2024 school year. She encouraged by new requirement for sports and clubs to participate. More to come.

IB Liaison – Venecia Sanchez (Voting Member) – had to leave early

Ms. Tookey indicated that students are in process of selecting classes and programs for next year. Positive feedback so far regarding mock AP exams.

LPHS has had a French exchange program in place since 2005. LPHS students will be going over there from 3/22-4/1 and then the French students will be coming to Chicago on 4/12. Reminder that this is open to all students.

Pledge Drive – Sabrina Spitznagle & Suzanne Rovner (Voting Members)- no report

New Business – Requests for Paying for 1/2 of the buses to Great America for Senior Grad night; donating breakfast for 12 people for a meeting with case managers from feeder schools; and paying for a \$231 bill from vendor that was not CPS approved at the time.

Yard signs

Purchase b4 spring break. For seniors.

Chris Hardesty- Anyone want to update Alumnae section. Need someone to log in and check to approve them. Sabrina will connect with Chris.

What is needed for library? Dr. Steinmiller working with librarian. Need to be ADA compliant. Ton of stuff not in display cases. \$20k to change display cases. Other schools like Taft have updated. Using student feeds to pay? Every year, money drops. Could potentially pay for it. Don’t anticipate a FOLPHS issue.

Emails out 750 students families who - \$450 or 225. Pay in two chunks. \$600,000 – only \$300,000 has been paid. Asked chairs what they needed to spend on supplies. Spent 111,000 on transportation 100,000 on subs. What’s fiscally responsible.

Will this help get through school year.

Ms. G trying so hard to make it work. Wait until money drops. When we get additional money from student fees, we will try to resolve for next school year.

Some are anchored, some move to can serve multi purpose.

Rebecca brought up that LPHS is overstaffed.

Continuation of New Business, Open items and Announcements

Un-Sil wanted to know if there would be interest in hosting an International Fair similar to something conducted at Little Lincoln. Different parents from different nations came in to share their heritage. Suggestion to partner with DEI and look at Feb/March as that tends to be slower time of year for school level activities. Lane also has cultural clubs that host an International Day. Connect with Ms. Sepulveda to see what people power/funds we have o cover. There a also a number of clubs who may want to get involved.

The Sparrow Play was very successful. For drama club, they used to host an Oscar night and seniors would decide if it was just for seniors or everyone. They are currently struggling to find venue/ funds for after party. It wouldn't necessarily be under FOLPHS prevue but may be worth checking with IO theater on non-peak night since they had just reached out to Sabrina about partnering with LPHS.

Adjourn 8:36pm

*****Next meeting scheduled for April 11th. (Tuesday after Spring Break)**

Attendance: Kara Korte, Julie Molina, Venecia Sanchez, Alexis Hernandez, Alicia Hernandez, Michele Berman, Rebecca Eden, Un Sil Hwang, Suzanne Rovner, Jenny Perez, Dr. Steinmiller, Sabrina Spitznagle, Kristen Feurer, Mr. Stucky, Ms. Tookey, Sarah Portugal