

**FOLPHS May Board Meeting**

**MEETING MINUTES 5.10.2022**

<Https://www.folphs.org> [Folphs@gmail.com](mailto:Folphs@gmail.com)

1. **Welcome and call to order- Sabrina –** 6:34 pm
2. **Officer Reports**
3. **Principal Report-Dr. Steinmiller**

Around campus: Landscaping improvements are being implemented. There are picnic tables in the fenced in areas going in. Small groups of our self-contained diverse learners, up to thirteen kids, and their teachers are going outside to teach. Students are using the tables at lunch. There is baseball and softball going on. We even had a social media “star” Tristan Jass show up at Oz Park at the basketball courts to talk about suicide and bullying.

There is an opening Assistant Principal position. Dr. Steinmiller has been interviewing a handful of candidates. He takes them on his rounds with him, discusses the school, the position and he observe how the candidates respond to the staff and students.

Senior activities: The seniors are going to Six Flags. There are three hundred students going so they need thirty chaperones. They have a couple spots to fill so they will send out an email to parents as they need to maintain a 1 to 10 ratio. The volunteer is required to have level one volunteer status.

The school is collaborating with the artist Blake James on the senior shirt. It will be a street graffiti/doodling illustration. Blake James is famous for his rabbits in his art. The school will continue to collaborate with a new artist each year. This partnership is to help celebrate the visual artist program at LP.

Graduation: The guest speaker for graduation is LP Alum and basketball star Randy Holcomb. The only thing that Randy has asked for is that his hotel and flight cost are covered. He will not charge a speaking fee.

Coffee with the Principal events continue. They had the last event outside and had great attendance. Dr. Steinmiller is happy to celebrate that LP is the premier city school.

Dr. Steinmiller is trying to engage with the senior families one last time and get their support through senior week.

Graduation is June 5. Grades are due before the end of the year. The last day for students is June 14 and June 15 for teachers. There will be a teacher celebration event on June 15 which Ms. Glunz is helping to put together. FOLPHS helps sponsor this event.

Testing: there has been lots of IB and AP testing. It is incredibly challenging to host the testing as it imposes on the large spaces of the school which are typically used for instruction. They are looking to add a testing coordinator to help them plan and execute the testing. They are considering looking at outside locations for future testing, so it does not interfere with normal school operations and are considering other people to proctor tests. They are even considering using parents to proctor. This would help alleviate the pressure on teachers to proctor tests.

There will be an event at school on May 20 to celebrate the life of teach Alan Nunez who died in a motorcycle accident this school year. There will be a ceremony and Mr. Nunez’s family will attend the event.

Questions (Ellen Vickman): What qualities are you looking for in the Assistant Principal position?   
Dr. Steinmiller answered that they are looking for someone who matches well with the team and can focus on relationship building. He is careful to observe how the candidate interacts with the staff, especially security. Security is an especially important part of the team and interacts with every person that visits campus. They can run the school with 3 Principals, but it is not sustainable to operate efficiently this way. They want a full staff so they can focus on supporting students and host more celebrations. They also need the candidate to understand social media. This is to fill Ms. Watson’s vacant spot.

1. **President’s Report-Sabrina Spitznagle**

This is our second to the last meeting of the 2021-2022 school year. Sabrina asked if everyone in their current position will be staying. The answer is yes except for Misha Mann, Secretary, who will depart at the last meeting in June. We will need to fill the Secretary position. There was discussion on whether we should continue to offer the meeting in person and on Zoom. The consensus was that we should as it offers the opportunity for people to participate that work away from the school and cannot get to the school. The participation is a bit strained with those on the Zoom portion of the call so the team will focus on how to make the sound and engagement improve in the fall.

The last meeting will be on Tuesday, June 7 since the last day of school is June 14.

Sabrina discussed the graduation banner. They group confirmed that we would continue to have a banner celebrating the graduation seniors, but we would make it generic, so the banner is reusable.

Sabrina discussed voting on covering the costs for the Zen Garden that is remembrance of Mr. Nunez. The costs are about $700 for a plaque and a tree for about $100. Sabrina made a motion to cover the costs up to $1,000. Kristen seconded the motion, and all voted in favor, so the motion passed.

There will be senior week events May 31 through June 3. On June 2, there is a field day from 1 to 3 pm. They need parent volunteers to help with the event. They will host a dunk tank, a snow cone machine, cornhole and a minute -to-win-it event and even water balloons. Luisa offered to help. FOPLHS has previously approved paying for this event up to $1,000.

The cost of the senior t-shirt is around $9-11/shirt, and they are ordering six hundred shirts. We are holding $4,500 to cover the cost of the shirts.

The teacher’s lounge in the Freshman building is complete and she will be sharing photos so everyone can see what FOLPHS has helped support. She will send photos to Debra so the photos can be posted on social media. There were an additional $400 in expenses which was approved by FOLPHS.

Busing continues to be an issue for after school LP events. We cannot always get buses because buses are committed to other events, other schools and to drop off procedures. In the past, LP has used M & M Limousine, but it is quite expensive. CPS has a threshold of how much money can be spent with outside transportation companies which is $25,000. They are looking for other vendors they can use or to purchase their own bus.

Question: How do we avoid having to pay outside vendors in the future? Can we use other vendors?

Dr. Steinmiller stated that there are just not enough buses or drivers. Families are getting checks to help cover the cost of getting their children to school since there are not enough buses. The hope is that we get our own bus since constantly finding other vendors is not sustainable or affordable. Having parents drive students other than their own is a liability.

Question (Eury Chrones): What happened to the bus that Alderman Smith promised LP to help get students to Diversey Field and what happened to using Larrabee Field?

Dr. Steinmiller stated that Larrabee Field is no longer an option. They will continue to work with Mr. Lezcano to find a bus that can accommodate the largest team so they can assure that all the teams and groups can fit.

Kristen will talk to Brian on the LP Boosters about fund raising for the bus since we need a long-term solution. Beth proposed partnering with the Boosters to raise funds as their last fund-raising event raised $22,000 and was quite successful. It was suggested that we reach out to Alderman Smith and continue doing a paddle raise at the Spring fundraiser specifically for a bus. Kristen mentioned that she knows a bus vendor and will reach out to them.

Dr. Steinmiller asked if FOLPHS would cover the costs of the buses that were used for school events when we reached our maximum spend with M & M Limousine. The total cost was approximately $3,700. Ms. Lopez will provide Ellen with the actual invoice. Sabrina moved to cover the cost and Michele Berman seconded the motion. All voted in favor and the motion passed.

Sabrina made a motion to cover the cost of a hotel room and airfare for Randy Holcomb, guest speaker at graduation. Sabrina proposed that the hotel and airfare costs be standard and customary, and that no luxury hotel stay, or first-class tickets would be covered. Kristen seconded the motion, all voted in favor and the motion passed.

1. **Vice President’s Report – Kristen Feurer**- No report.
2. **Treasurer’s Report- Ellen Vickman**

Ellen presented a profit and loss report. It is a one-page spreadsheet that summarizes our financial position. Our balance at the end of year will be around $127,000. Ellen’s main reflection is that as an organization, we should not carry a balance this high. We need to donate this money and keep enough money to operate and make our normal and customary donations for the upcoming year.

We did raise funds through a corporate donation, the Kidoodles event, the salon event, $350 in marquee sales, $1,000 in spirit wear sales, and $500 golf donation.

Smartboards continue to be a priority for the school. They are so simple to use and are such an asset in the classroom. Each Smartboard costs approximately $4,000. We can purchase up to eighteen this year. The cost includes installation costs which are minimal. Dr. Steinmiller will confirm the number we need after reviewing the LP budget. He will meet with Ms. Lopez, Sabrina, and Mr. Hardesty to get a final quantity. There is about $16,000 earmarked for the bathroom renovation work and the bids are complete and work is ready to start. Sabrina asked the committee chairs to review and confirm their budgetary needs for the 2022-2023 school year.

1. **Secretary’s Report – Misha Mann**

Sabrina made a motion to approve the April meeting minutes. Kristen seconded the motion. All voted in favor and the motion passed.

1. **Committee/Director Reports:**
2. **Open House Committee Report -Michelle Berman and Beth O’Connor**

The Open House committee will be getting started this month. They will reach out to Mr. Stucky so they can meet one to two times before the end of the school year. They do not have a date yet for the event since the school year start date has moved. They will need to coordinate with other school events such as homecoming.

1. **Marketing & Communications Report- Sara Shacter**

Communications will be headed up by Yulena and ShaNita

1. **Community Fundraising- Jodi Torzewski** Not present.

Kadoodles raised $100. There will be one more event before the end of the year at Portillo’s at the Addison Street location.

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

Venecia and Julie- DEI: Speaker has been approved. They will plan the event for parents for the beginning of the school year, sometime in September or early October since school starts in late August. Julie asked if the IB Scholarship will continue to be offered? Last year FOLPHS covered up to $5,000. That money pays for the classes that students need to take to satisfy the curriculum requirements of IB which were missed prior to switching into the IB program. Dr. Steinmiller mentioned that Apex might cover the cost of the classes. He will confirm and get back to us by the next meeting. The cookbook will kick off in the fall. The DEI committee will work with the communications committee once they have details finalized.

Misha has learned since the meeting that Apex will not cover these courses.

1. **Spirit Wear Committee Report- Luisa Shortall**

$1,000 was raised at report card pick up. Jenny Perez and Therese Matheny will head up the spirit wear team in 2022-2023 school year. There will be a sale on May 19 and 20 and again June 9 and 10. They would like to tie sales events better with school events. It was suggested that they work with Ms. Sepulveda. Upcoming events include the Freshman Connection over the summer. There will be a curriculum night for incoming freshman on June 6.

They will need to get goodie bags ready in August for freshman. They will need help with assembling the bags.

Sabrina noted that we still have LP graduation signs and LP family signs left over that need to be sold. They will offer them for sale at the next two events.

There is not an update on the shop space.

Sabrina- Marquee Sales: Sales continue to come in. They get a couple paid advertisements every week.

1. **Fall Social/Spring Gala Committee Report- Suzanne Rovner and Kristen Feurer -**No report.
2. **Social Media- Debra Sitar.** Not in attendance.
3. **International Baccalaureate Liaison- Venecia Sanchez and Ms. Tookey-**no report
4. **Wish List Committee- Sabrina Spitznagle**

Suzanne/Sabrina- Pledge Drive in the fall

1. **LSC Liaison- Rebecca Eden and Sabrina Spitznagle**

LSC meeting is May 12

1. **Teacher Appreciation Committee Report- Kristen Feurer and Sabrina Spitznagle**

Teacher appreciation- lotto tickets and apples. Donuts and Cubs game party.

1. **Pledge Drive/Brick Campaign Committee Report- Eury Chrones**

Empty bricks can be swapped out for engraved bricks for $1,000. We will do an add on fundraiser for the bricks in February 2023. We will shorten the deadline.

1. **Old Business:** No old business.
2. **New Business**:

Eury applied for a grant for a student recording studio. She hopes to find out before the end of May if we get the grant.

The next meeting is Tuesday, June 7 at 6:30 pm.

Adjourn – 7:59 pm

**ATTENDANCE**

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| **FOLPHS Board and Committee Members 2021-2022** |  |  |  |
| **Board Members (Voting Members)** |  |  |  |
| President and Teacher Appreciation Co-Chair | Sabrina | Spitznagle | [spitznagle98@gmail.com](mailto:spitznagle98@gmail.com) |
| Vice President | Kristen | Feurer | [kastoj@aol.com](mailto:kastoj@aol.com) |
| Secretary | Misha | Mann | [misha.mann@gmail.com](mailto:misha.mann@gmail.com) |
| Treasurer | Ellen | Vickman | [ezickmann@gmail.com](mailto:ezickmann@gmail.com) |
| **At-Large Board Members (Voting Members)** |  |  |  |
| Marketing & Communications Chair | Sara | Shacter | sfshacter@gmail.com |
| Pledge Drive/Brick Donation Chair | Eury | Chrones | [eurydice.chrones@hangar-12.com](mailto:eurydice.chrones@hangar-12.com) |
| DEI Co-Chair | Julia | Molina | [Julie\_molina2000@yahoo.com](mailto:Julie_molina2000@yahoo.com) |
| DEI Co-Chair | Venecia | Sanchez | [Vsanchez88@sbcglobal.net](mailto:Vsanchez88@sbcglobal.net) |
| Fall/Spring Parent Parties Chair | Suzanne | Rovner | [rovnerfamily@gmail.com](mailto:rovnerfamily@gmail.com) |
| Community Fundraiser Chair | Jodi | Torzewski | [Jbt312@comcast.net](mailto:Jbt312@comcast.net) |
| **Committee Chairs – (Non-Voting members)** |  |  |  |
| Spirit Wear Chair | Luisa | Shortall | [lfshortall@sbcglobal.net](mailto:lfshortall@sbcglobal.net) |
| Open House Committee Co-Chair | Michele | Berman | [bermansm@sbcglobal.net](mailto:bermansm@sbcglobal.net) |
| Open House Committee Co-Chair | Beth | O’Connor |  |
| **LPHS Administrators and Staff** |  |  |  |
| Principal | Dr Eric | Steinmiller | [easteinmille@cps.edu](mailto:easteinmille@cps.edu) |
| Diverse Learning Teacher | Dawn | Glunz | dmglunz@cps.edu |

**Other Attendees**

|  |  |
| --- | --- |
| **Attendees** | **Emails** |
| Therese Matheny |  |
| Yasemin Cetin |  |
| Yesenia Perez |  |
| Jenny Perez |  |