**Oriole Park Local School Council**

Meeting Minutes

Monday, February 4, 2019

Start time: 6:00 p.m.

1. Call to Order
2. Pledge
3. Roll Call
	* Present: Rolando, Norm, Al, Julie, Donna, Tim, Al, Libby, Kristen, Emily,
	* Absent: Candace, Jenny
4. Acceptance of Meeting Minutes
	* Motion to approve meeting minutes with amendment: Donna
	* Second: Al
	* All in favor: unanimous
5. Acceptance of Agenda
	* Motion: Tim
	* Second: Rolando
	* All in favor: unanimous
6. Monthly Action Items
	* Fundraising Activities
		1. No fundraising activities this month
	* Budget Transfers
		1. Motion to accept: Rolando
		2. Second: Norm
		3. All in favor: unanimous
	* Internal Accounts Approval
		+ 1. Chinese money will be moved next month from the “Chinese dance” line so that we can use the money to pay for part of a Chinese New Year celebration (school assembly)
		1. Motion to approve: Donna
		2. Second by Al
		3. All in favor: unanimous
7. Principal’s Report
	* Tim gave the report of the current state of the school.
	* No follow up questions.
8. New Business
	* Luis Garcia Juarez, Office of Local School Council Relations
		1. Committees: We started an equity committee. Our question for Luis: What are the limitations/scope of responsibility for LSC committees?
			1. The LSC is a governing body. Primary responsibilities include:
				+ Approve CIWP
				+ Distributions of allocated funds to support CIWP
				+ Evaluate principal yearly
			2. Committees are meant to support the LSC in accomplishing these duties.
			3. Each school has a professional personnel leadership committee (PPLC) to engage in discussions about curriculum, instruction, and PD with other teachers. This is NOT a role of the LSC.
			4. All committees must comply to the OMA (open meetings act). This can restrict when you gather and who gathers. All votes are advisory in nature. The LSC may then accept or modify these ideas. ALL LSC members have voice at the meetings even if they are not formally members of the committee.
			5. All committees should support the work that the LSC is called to do. EX: Put together a parent and teacher survey for principal eval. Ex 2: Principal has a CIWP committee, but there could be a parallel team that monitors the CIWP and reports to the LSC on how the CIWP is going.
			6. Unless you establish a committee in July, those committees typically go away. We approved 8 committees in July.
			7. Our question: How do we get others involved? How do we draw other people in?
			8. Advice from Luis: Be judicious in the establishment of committees. If you want to get more parents involved in the school, it doesn’t necessarily need to be through LSC committees. Then meetings are not bound to OMA laws.
			9. All committees should have to do with the work and scope of your authority.
			10. Surveys that are connected to an LSC committee (i.e. a survey for the LSC equity committee) need to go through the law department. Council cannot vote to approve a survey for the students. The principal must determine what surveys the students take.
			11. Discussion: Does the equity committee fall under the “CIWP”? What is the drive to connect it to the CIWP? Al and Libby are wondering if having “equity” as a committee of the LSC as opposed to just a community committee would give the equity committee more leverage because it is tied to a governing body.
			12. Discussion: Maybe committees should be responsible for showing how their ideas tie to the duties of the LSC? The Equity committee falls under the CIWP part of our council duties because social/emotional learning is part of our CIWP.
			13. LSC approves the CIWP and can make changes throughout the life of the document.
				+ At least twice a year we have to publish progress towards the CIWP
			14. Luis says that more often than not, LSCs don’t have tons of public participation. His advice is to try one good committee this year and see how it goes. See how the relationship between the committee and LSC develops.
				+ This is the first LSC that he knows of that has raised “equity” as a committee.
			15. Principal eval: You can gather information about the eval, but the information belongs only to the LSC – it is confidential information.
			16. Is there a committee handbook? No. Luis is the committee handbook.
			17. There is a current LSC reference guide online.
			18. Is there another school with committees that we could use as a guide?
				+ Principals probably have a better idea just from talking to other principals about what committees at other schools look like.
	* Principal Evaluation Data Collection Methods
		1. Do we want to split up the categories into sub committees to evaluate the principal?
		2. In the past we have issued two surveys: one for the staff, one for the community. Response rate with parents was dismal. Response rate for teachers was really good.
		3. Question: Can LSC members observe classrooms to inform the principal evaluation? Is this in the handbook somewhere?
		4. If we broke the principal evaluation up in sub committees, would there be multiple surveys?
		5. How can we encourage parents to participate in this survey to evaluate the principal? Let’s look at different ways to encourage participation and bring ideas to the next meeting.
		6. Principal evaluation should be on next month’s agenda. In advance of next month’s meeting, Kristen will send out a possible survey for the parents that she will create by looking at the criteria for the principal evaluation.
	* Equity Committee Meeting Minutes
		1. Do we need to talk about committees and formalize a structure for them for the Oriole Park LSC?
		2. We will put equity committee minutes on the LSC page on the OPS website.
		3. All the approved LSC meeting minutes are posted online – they are currently up to date.
		4. Equity committee has been working on membership, communication, etc. Right now they are looking at tools to use in terms of surveys to gather data.
		5. How many LSC members are on the equity committee? 6
		6. Norm is going to look into bylaws to see if we have anything about committee structure/rules for our LSC.
9. Public Participation
	* Goran Davidovac – Taft High School community representative came to introduce himself
		1. Taft is always open. You are always welcome to walk the halls, observe the LSC, meet with LSC members, etc. Reach out to him if you would like.
10. Announcements
	* Community club meeting – their last meeting was a candidate forum. 50 people came. The next meeting will be family night at the school. At the February meeting they will decide what family night will look like.
11. Agenda Items for Next Meeting
	* Principal Evaluation

Motion to adjourn: Donna

Second: Al