



**Burley Local School Council Meeting Minutes**  
**January 24th, 2023 6:00pm**      **Burley Cafeteria**

**I. Call to Order** Called to order 6:04pm

**II. Roll Call** *(listed alphabetically)*

Nick Anderson, Bob Blitstein, Jennifer Crall, Ryan Griffin, Tyler Herman, Tony Johnson, Ophelia Lassandrello, Jessica Macaluso, Elliot Ransom, Sidney Reed, Carolyn Skibba, Michael Valitchka

**Present:** Nick Anderson, Bob Blitstein, Jennifer Crall, Tyler Herman, Tony Johnson, Ophelia Lassandrello, Jessica Macaluso, Elliot Ransom, Sidney Reed, Carolyn Skibba, Michael Valitchka

**Absent:** Ryan Griffin

**III. Council Actions**

- i. Approve virtual participation of council members
  - Elliot Ransom motioned, Tony Johnson seconded; all approved
- ii. Approve December minutes
  - Michael Valitchka motioned; Carolyn Skibba seconded; all approved
- iii. Approve financial transfers
  - None

**IV. School Community Reports**

- Friends of Burley
  - Preparing for Spring Fling this March
- PTO
  - Student Designed Merchandise Contest
  - Looking for support with communications
  - Supported the Middle School Dance

**V. School Committee Reports**

- MTSS
  - Committee leads attended January MTSS Meeting
  - School Wide Middle of the Year Assessment window closes February 8th
  - Great growth in math so far from the students who have completed testing
- Tech

- expectation of articulating a progression of tech skills and topics between grades, subjects, and specials. The next meeting is February 6.
  - “Frontloading” of tech skills continues to develop - the tech teacher taught 1st grade to do “talking pictures” in preparation for their upcoming animal projects and share them on their Seesaw blog, for example. The tech teacher has taught specific skills for 4 grade levels and will be doing the rest over the next 2 months. This is linked to our emerging Magnet Cluster progression/continuum.
  - 7th graders are producing Tiger Tuesday videos featuring each classroom in the building; they are learning media, communication, and project management skills. The videos are helping to build community across the school.
  - Jenny and Carolyn attended and presented at the Apple Distinguished Schools showcase at the downtown Apple office. They shared our work with Apple Teacher, Apple Teacher Portfolio, and Everyone Can Create projects and books and led a discussion about differentiated professional learning and creating a culture of creativity and growth. On the 2nd day, they visited Apple Distinguished Schools in Wilmette and Barrington and came back with new ideas, strategies, and perspectives.
- BHT
  - Counselor and Social Worker meeting regularly to talk about SEL strategies and student groups
  - Ms. O'Brien is helping select a school wide teacher text to explore together
- Student Voice
  - Student Voice Committee will be starting Monday January 29th led by Ms. Reed. 5th-8th grade students are more than welcome to join!

## VI. Principal's Report

- School Updates
  - Enrollment 497
  - Attendance 95.7%
    - Looking at chronic absenteeism and chronic truancy
- Domain 1: Organizational Leadership
  - Apple Distinguished showcase with Ms. Skibba
  - Instructional Leadership Team Focus Walk Updates
    - Utilizing the rigor walk rubric in areas of 1-4 visiting 9 classrooms
    - Planning to offer more observations for the staff
  - MOY School Leader Evaluation
  - Professional Personnel Leadership Committee
  - Creative Schools Certification
    - Strong Rating
  - **Principal Transition Review School Audit Report and Updates**
    - Item 1: Cash collection requires paper receipts
      - Looking at EPay for next school year
    - Item 2: Fundraising Proposal
    - Item 3: Fundraising Proposal
    - Item 4: Gift Receiving Form
    - Item 5: Attaching LSC Chair Signature on the expenditure form
    - Item 6: Fixed Assets (14%-- 7 out of 50 assets) could not be located and (40%-- 4 of 10 assets from purchase orders)
    - Item 7: Fixed assets (4%-- 2 of 50 assets) not reported in TipWeb and (40%-- 4 out of 10 assets)
    - Item 8: Fixed Assets (6%-- 3 out of 50 assets) had inaccurate information

- Item 9: Safety and Security noted 3 staff have not completed mandatory training
    - Item 10: Shared with LSC members
      - Audit report shared with LSC on January 24th, 2024
  - DL Cohort for new DL teachers with Blaine, Bell, and Coonley
  - Community of Practice with Principal Group hosted at Burley for classroom visits
  - Cultivate Survey (5-8th grade): Prioritized Learning Conditions
    - Student Voice
    - Meaningful Work
    - Caring Teachers
  - Budget
    - Toner and Printing Materials \$3,236.25
    - Quinlan Instrument Service and Repair \$2,635.34
      - CPS Facilities has put a spending freeze unless it is an emergency or a heating issue
- Domain 2: Instructional Core
  - Early Literacy Foundational Skills: discussion and work around foundational skills with the primary team
  - SEL Curriculum: Second Step with Ms. Sundhausen
  - Science and Sustainability Curriculum meeting with Mighty Acorns
  - iReady Curriculum Professional Development on February 9th
  - MOY assessments for iReady/STAR 360
  - Access Assessments
  - Grading Practices
- Domain 3: Climate and Culture
  - Kindness Chain
  - Semester 2 Clubs begin January 29th
  - CWHC (Health program) Information Meeting
  - Garden Meeting
  - Pep Rally February 8th
  - Student Voice
  - Student Selected Spirit Days February 8th Crazy Hair
  - Winter Dance for middle school
  - Indoor Recess Renovations led by recess monitors
  - Tiger Tuesday Channel
  - Facilities Meetings
  - Culture and Climate Committee led by Ms. O'Brien
  - BHT with Ms. Sundhausen
- Domain 4: Talent
  - REACH Observations
  - Ms. Futrovsky in 2nd grade and Ms. Grullon in Art for student teaching
  - ESL Endorsement being offered by DePaul
  - Staff Party January 26th
  - Staff Spotlights
  - Anderson PD Day
  - ILT, MTSS, and BHT distributed leadership team

## **VII. Council Comment**

- Tony Johnson questions about pre-school at Burley and if this is a possibility
  - Principal Crall responded to let him know that it is based on the decisions of the department of early learning where pre-k programs are placed
- Tony Johnson asked about teaching assistants and if funding might continue for the 4

- Principal Crall explained that some of the funding is from the COVID relief funds as well as contract obligations
- Carolyn Skibba asked pep rally agenda and what is included
  - This will be organized with the students from 7th-8th grade students to highlight athletics, after school clubs, and student spirit
- Jessica Macaluso asked about street safety concerns and what more can we be doing to help support these efforts
- Jessica Macaluso asked about after school clubs planning and programming
  - Most likely March/April planning for OST
  - Might be nice to have a focus group from parents to understand what they are looking for in terms of OST, club logistics, etc
- Jessica Macaluso asked about new principal evaluation training and if we the council want to create a survey what will the timeline look like
  - Discussed the planning around completing the trainings and backwards mapping to ensure enough time for principal evaluation

### **VIII. Public Comment**

- No public comment

### **IX. Chair Report**

- Next meeting Feb 21, 2024
- Reminder: LSC Election – Nomination forms due February 8

### **X. Adjourn**

Michael Valitchka motioned to adjourn at 7:48pm. Tony Johnson seconded. Approved unanimously.