



PA Board Meeting Minutes
Judd C103, Historic Campus
28 November 2016
7:00 pm – 8:30 pm

Attendance:

Tina Louie, Anu Behari, Amanda Norton, Claudia Roeder, Mariana Ingersoll, Karen Slimmon, Lena Jessen, Saima Sufi, Leny Leung, Sieglinde Lim-Seiwert, Tiffany Flowers, Liz Anderson, Kim Stolze, Audris Wong, Manali Barua, Sara Skelly, Vanessa Copans, Amy Liszt, Cathy Lee, Veronica Thigpen

1. All Schools Update:

- a. Holiday Book Fair planned for December 6-7.
 - i. Logistic Details: 8 am to 4:30 pm Tuesday and Wednesday (Dec 6 & 7), Judd C116 will be transformed into a gathering place for the Lab Community and a celebration of reading and giving. Suggestion made to highlight the times more visibly.
 - ii. Club Participation Details: In addition to a pop up Book Fair via 57th Street Books, there will be fundraising tables for LS, MS, and HS clubs. Some of the clubs are selling handmade gifts or baked goods, others are offering services, and still others are soliciting donations for worthy causes. Clubs participating include:
 1. Datio Project, UHigh Refugee Club, German Immersion After School Christmas Campaign, and MLAB (Middle School Library Advisory Board).
 2. The Lower School Homerooms are working together to support Syrian refugees. There will be jewelry, scarves, bags and toys - all made by students in these homerooms.
 3. REACT: A UHigh club supporting the children of LaRabida Hospital will have a toy drive.

4. Mission Blue Aqua, a Middle School student coalition interested in raising awareness and funds to assist the Haitian residents attain clean water.
 5. UHigh Feminist Club: A High School club supporting the indigenous protesters at Standing Rock Reservation.
 6. ArtsFest: A UHigh club and tradition that celebrates the various forms of arts, media and expressions. Monies raised will support arts programming for this year's festival.
 7. PA will have a winter gear drive for Cradles to Crayons.
- iii. WishList: Audris reported that 15 homerooms are participating to cover teacher wishlists, that parents can help purchase these and that Learning and Counseling also added to the wishlists. Extended day is making snowflakes for decorating. Ryan Allen and Ana Campos to help with HS clubs.
 - iv. Author/Speaker Afternoon Visits
 1. Irene Fahrenwald will speak on the Global Reading Challenge that takes place in 4th grade regarding the books that are chosen and why.
 2. Two children writers will speak on the writing process, Kate Hannigan, Lab Parent and Franny Billingsley, HP author.
 - v. PR needed at the Divisional Council. HS and MS Councils to promote during lunch and to post a list of the clubs attending. LS Homeroom Teachers to market to each class, plus principal blast email. ESH Homeroom Parents to circulate wishlist info. Audris will draft an email to send out to the Councils.
 - vi. Parent volunteers are needed from Monday-Wednesday.
- b. Kim Stolze reported that the Learning & Counseling parent survey will be used to be able to see what topics on talks are interesting to parents. Survey to be sent to Board for feedback.
 - c. Tina reported that the security forum was attended by roughly 65 people. All issues were discussed and a smaller committee of parents, faculty and administration will meet this Thursday.

She asked if anyone would be interested in being the PA representative and to let her know.

- d. It was mentioned that Nicole Hood would revisit the idea around the post-election programming. They are looking for ideas about how to deal with discourse and the exchange of ideas. Suggestions included how to have a respectful conversation around elections and to keep this on the agendas at both all school and divisional levels.

2. Divisional/Committee Reports:

- a. ESH – Reported that they are having trouble gathering information and where to pull information from to send out to parents. They are thinking of having an easel with the most up to date information in the lobby. They are considering a community service event but so far they have come up with conflicting events already happening in the classrooms.
- b. LS - \$2700 was awarded in grants and community service asks and they still have some money left over for a speaker. There used to be a formal process for speaker acquisition and they should doublecheck the process for this year. Sara and Cathy Lee will talk to Sylvie. The Winter Decorating Festival needs volunteers Thursday after drop off on 12/2.
- c. MS – they had 6 proposals funded with money left over for a speaker with Mr. Landa. The Advisory parent mail is working for communication. Giant gym night was a success and they had many new 6th grade parent volunteers. This year there will not be a special 6th grade note card event with Mr. Matsikas. It will be incorporated into Lab Arts and a specific time will be set for a reception for this group of families. There may be extra legwork for this and the MS council will keep us posted. The 6th grade pizza party is being rescheduled. There are also 2 buses now leaving schools on Fridays and the MS bulletin is on Schoology.
- d. HS – 6 grants were awarded. We have 15 hosts signed up for restaurant week. The link is in the HS summary and an email will be sent out about restaurants as a reminder. Joe Kallo will be doing a schoology webinar in January.
- e. PA Diversity – There is a social gathering of this committee on December 5th. Kim Stolze mentioned that the speaker

Elizabeth Lindsay Ryan had a list of 29 things that can be done to promote diversity. She said that she had some handouts and that this should have been advertised more broadly. She will look into whether these handouts can be posted on the Lab PA website. In programming, parents wanted a forum or panel for social justice or activism. They plan on asking Ken GG and Nicole Hood what is happening as far as curriculum is concerned around diversity issues and to share what is already happening at school regarding cyberbullying and gender issues. They will let them know that they support proactive responses from school. Veronica Thigpen would like the names of the leaders of the school affinity groups. For Community engagement they would like family friendly volunteer opportunities that are age appropriate, making sure that the learning components are highlighted. Hannah Evans may be able to help with this.

- f. RoM: Did not attend.
3. Finance: Saima asked that all councils monitor their grants, both those who were awarded and those who submitted and not funded.
 4. Communications: No updates at this time.
 5. Other Business: Kim Stolze mentioned that all should respond to Nicole Neal's survey.
 6. Meeting Adjourned.

(Divisional Council Summary Reports attached to this document)

PA High School Council
November 2016
Summary

Happy Thanksgiving!

Since last meeting on 10/24...

- Collected volunteers on PA Board for Restaurant week. 15 are signed up. Still open: Saturday 1/28 (lunch and dinner), Sunday 1/29 (lunch and dinner), Saturday 2/4 (lunch) and Sunday 2/5 (lunch and dinner)

Link: www.SignUpGenius.com/go/20F0D4DACAF2EA75-restaurant

- November 2 - Parent to Parent. Four parents of college students (Kim Stolze, Liz Anderson, Theresa Van Loon and Jamie Brady) discussed their experience going through the college search process with their children. Patty Kovacs was also in attendance and filled in faculty's role. The feedback after the meeting was positive and calming. Joe Kallo, Web Operations, also attended with intentions to discuss Schoology, but since meeting was dominated by college search experiences, he suggested having a webinar at a later date.
- November 11 - Nickie and Mariana held the HSC Monthly Principal meeting with SW

For December...

- December 1 - (tentative) Decorate the HS Lobby (at same time LSC decorates Blaine Lobby)
- December 7 - Parent to Parent topics are: 1.) How to plan and fill a high schoolers winter, spring and summer breaks, and 2.) stress management
- December 9 - HSC Monthly Principal meeting with SW
- December 15 - S'more Fun
- December 16 - Senior Pizza Party; Teacher Appreciation Lunch

Looking ahead...

- January TBD - Joe Kallo will hold a webinar on Schoology
- February 1 - MLK Project

Middle School Council Report: November 2016

Activities for November:

- Monthly Principal Meeting with Sandy Bixby
Discussed Homework Committee, Grants, Graduation
- Middle School Parent to Parent
 - o The Parent to Parent was attended by about 8 parents
 - o Sylvie Aschliman was present
 - o Themes that came up: homework issues (amount, time during day, consistency across teachers, purpose, sleep vs homework); balanced picture of “the middle schooler”; more information of teachers’ professional development with regard to stress management
- Advisory Parent Updates
 - o Advisory Parents were asked to spread the word that the MS bulletin is now available as part of Schoology notifications
 - o Advisory Parents were asked to send out updates about Bookswap
- Grants
 - o All but one of the 6 grant proposals were fully sponsored by the MS council. Becky Lopez’ proposal was declined because of timing issues.
- Giant Gym Night
 - o GGN was successful - 187 students attended (6th grade: 85, 7th grade: 72; 8th grade: 30). 9 parent volunteers offered their time. We ended up with 6 volunteers and 3 MS council members. Students and 5 gym teachers/staff had a great time.
- Notecard Project – Mr. Matsikas
 - o MS Council reps met with Mr. Matsikas regarding 6th grade event in connection with notecard project.
 - o Will NOT be a notecard gallery showing because the art has not been completed by all 6th graders
 - o MS Council is considering 6th grade reception in connection with LabArts

Activities Upcoming:

- 12/1 MS parent to parent 8-9 am
- Winter Fan Day Planning
- 7th Grade Roller Skating Planning – Friday 2/17
- 6th Grade Event

Ongoing Concerns from parents

- High volumes of homework in the middle school continues to be a strong concern for many middle school families. MS Homework group (admin, teachers and parents) is meeting on 11/29
- Security procedures and process
- Bus Schedule (a new solution for Fridays was announced on 11/23)

**November 28, 2016
Lower School Council
Summary Report**

Past Activities:

I. Oct. 27th Family Flu Clinic

The feedback received was that it went well. We secured 8 volunteers – 2 parents and 6 HS students from the Red Cross Club.

II. Oct. 27th Halloween Decorating

The decorations were much appreciated by the students and faculty. Many kids and parents took pictures, using the back wall as a back drop.

As the 5th grade haunted hallway was discussed, Principal Sylvie began to reflect on the amount of work being put on the 5th grade students and teachers. As a 5th grader, much time is spent away from their homeroom teachers to do other activities including the 5th grade haunted hallway, extra PE day, longer language classes, Global Reading Challenge, sorting Book Swap donations, etc. Principal Sylvie may consider asking 4th graders to sort Book Swap donations next year.

III. Oct. 28th Principal Chat

The turnout was moderately good, with about 20 parents showing up. Ken Garcia-Gonzalez's presentation on diversity, equity and inclusion was well received.

IV. Nov. 11th Veteran's Day Assembly

Assembly went well. It was requested that advertising to the parents be kept at a minimum. The Veterans being honored, invited their friends and family, so the capacity in the GPAH balcony was limited. Advertising to LS parents was posted on the School Calendar and PA website.

V. Nov. 14th Lobby Decorating: Thanksgiving Tree

A bare tree was pinned up in Blaine Lobby. Students, staff and faculty were invited to write down thankful thoughts on paper leaves. LS Councilmembers went in to staple the leaves onto the tree. The tree has over a hundred leaves. Pictures are posted on PA website and Lab Parent Facebook page. The tree was well received by the LS community.

Future and Ongoing Activities:

I. Dec. 1st Lobby Decorating: Winter Festival

LS Council and volunteers will be decorating Blaine Lobby into a wintery festival. A call for volunteers was solicited on E-news, PA website and Lab Parent Facebook page. Weather related decorations will include snow flakes, poinsettias, greenery, etc.

II. Dec. 2nd Principal Chat

Principal Sylvie is designing her Principal Chats to highlight faculty and curriculum that have a “vertical alignment.” That way, parents attending on behalf of their 3rd, 4th or 5th grade students will come away with relevant information. For the Dec. 2nd Chat, she will be presenting the two computer science teachers, Whales and Schwartz, as they have new and innovative curriculum to share. Principal Sylvie may ask them to present information regarding online safety.

The Dec. 2nd Principal Chat was advertised on enews, PA website, school calendar and signage/flyers.

III. Grade Level Events

LS Council has identified several parents to lead grade level events. Jeff Schmidt, Anjoo Rai-Marchant and Richelle Stackert will lead the effort for 4th grade. Susan Farmer will lead the effort for 5th grade. Ann Groves will help out with 3rd and/or 5th grade.

A call for volunteers was posted on enews, PA website and Lab parent facebook page.

IV. Teacher Grants (PA)

Overall, the LS grants applied this year are greater in quality programming, quantity in students outreach and ask in dollars. The Council and administration was very pleased with this year’s applications.

A total of 8 grants were awarded, including a community service grant funded by the Box Tops campaign. The awards ranged from \$200 to \$550. There is a remaining \$438 left for a possible spring grant and/or speaker. All of the grant awards included multiple classrooms ranging from 70 students to all 450 Lower School students.

Other Events:

- MLK Assembly
- Ice Skating Party

ESH Council Nov 2016 Summary

Recent Events

- Teacher Grants: 5 Awarded (3 denied)
 - Dodd
 - Harrison
 - Lee
 - Romero (partially funded)
 - Wilson
- Community Service Grants: 2 Awarded
 - Stowe-Grant
 - Marinho (partially funded)
- Monthly Principal Meeting on Nov. 14th: discussed the grants and possibility of grade wide events that focused on community service.

Upcoming Events

- Nov. 29 - 1:45pm - Mario the Magician performance (from Lee's PA Teacher Grant)
- Jan. 20 - Mix & Mingle – Ken Garcia- Gonzales
- Dec. 12 – monthly principal meeting
- **Communication Remains an Obstacle at ESH!**
 - January 2017 - Adding a bulletin board type information center
 - replacing the Teeny Weeny Wednesday poster / easel is located in the main lobby
 - information would be easily changed via an acrylic pouch or Velcro system

PA Diversity, Equity and Inclusion Committee

Meeting Minutes
December 29, 2016

Opening

The regular meeting of the PA Diversity Committee was called to order at 6:10pm on November 7 in Earl Shapiro Hall.

Present

Amanda Lewis, co-chair
Beth Richie, co-chair
Veronica Thigpen, co-chair
Shantá R. Robinson
Delores Rita
Stephanie Baker
Laura Quaynor
Sherita Adams
Kim
Brandy
Sarah

Announcement of events and meetings:

Diversity advisory committee: These are regular meeting organized by Ken Garcia which one of the co-chairs attends. Two issues that are being discussed there; 1) The advantages of having a campus-wide theme for the year, and 2) The power of language and doing some community-wide education around that issue.

Sarah Lawrence- Lightfoot: PA presentation on Tuesday, November 15

Lindsey Ryan: presentation on "Navigating Diversity with Our Children

Old Business:

The main agenda for this meeting is to discuss the committee's work plan for the year. Beth passed out copies of the Diversity, Equity and Inclusion Recommendations to remind the group of the issues that had been agreed upon. The first discussion was about the type of event that we want to create for parents.

Ideas:

1. Talking to our kids about social justice values and/or activism: having a panel that helps parents consider how to engage their children in social issues and the world around them. The panel could include one is a parent who is creating a curriculum on these issues and the Principal of Village Leadership. The group discussed how to frame the issue, whether or not to use the term "activism" and how to get kids at all grade levels to talk about and work issues in their social

environment. There was agreement that this would be a very positive opportunity to offer parents some concrete ways to help parents have these discussions with their children.

2. A second issue is how to talk to our kids about sexuality and power. While the high school seems to be having conversations already, it is unclear what is happening in the middle school.
3. A third issue is cyber bullying and the gender and how we can both talk with our children and also support proactive responses from the school.
4. The diversity committee would like to invite Ken and Nicole to address that committee and share the range of activities that teachers are doing on the issue of diversity. There is a considerable amount of variance between classrooms and schools. The need for additional information and more open communication was repeated. It was suggested that we might consider giving an award from our committee to a teacher who shows creativity and/or leadership on diversity in their classroom.

New Business

The committee broke into sub-committees to develop specific work plans for the year.

- Community Engagement
- Affinity Group (LGBT/ African American)
- Data and Transparency

Report back from the sub-committee meetings:

Data and transparency: 3 things, 1) Encourage deeper dive into AIMS data; 2) Encourage better collection around tracking and outcomes and 3) Develop better policy and practice around having data in a type of data platform or dashboard.

Affinity groups: It would be nice to identify leadership for existing leaderships, have some type of email list and a welcome event for the following school year. Resources would include money for the social gatherings.

Community engagement: We talked about developing a list of family-oriented volunteer opportunities, creating a sponsor or volunteer program. It would be a great idea to sponsor or partner with an organization for an entire year so there are several opportunities to engage from all levels, throughout the school year. It's important to highlight the learning component, the take-away from the opportunities.

Adjournment

The meeting was adjourned at 7:30pm. The next general meeting will be at December 5, 2016, at Beth Richie's home for a social event and to build the affinity groups.

Minutes submitted by: Shantá R. Robinson and edited by Beth Richie