

North Lawndale College Prep  
December 12, 2017- BOARD MEETING MINUTES

**In Attendance:**

Render Dahiya  
Bruce Miller  
Robin Steans  
James Brooks  
Rob Werner  
Carrie Stewart  
Tom Flynn  
Al Bennett  
Elizabeth Garcia  
Sarah Jurkash  
Mikita Lee  
Garland Thomas-McDavid  
Thomas Cavanaugh  
Daisy Herrera  
Elaine Brooks  
Erin Simunovic  
Lucas McShane  
Senita Murphy  
Marie Miles

**Meeting Location:**

Collins Campus Library  
1313 S Sacramento Drive  
Chicago, IL 60623

**BOARD MEETING MINUTES**

December 12, 2017

**Meeting called to order at 5:30 p.m.**

**Approval of the Minutes**

A quorum was not achieved to approve the minutes.

- I. Call to Order
- II. Approval of the Agenda
- III. Approval of the Minutes
- IV. Reports
  - A. President's Report
  - B. Recruitment & Enrollment Update
  - C. Finance Update

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- D. Development
- E. Academics
- F. Human Resources
- V. Public Comment
- VI. Adjournment

**CLOSED SESSION BEGINS**

- VII. Old Business
- VIII. New Business
  - A. Expulsion Appeal
  - B. Promotion Policy Pilot

**President's Report**

*Strategic Priorities*

Curriculum, Instruction and Assessment (CIA) used to serve the students and build data assessment (data scores). Doing so by giving PD to teacher to improve teaching and interaction with students, incentivising AM PD for teachers (gift cards) and issue that NLCP had was fidelity with CIA (needing overall and consistent fidelity for better outcomes). Maintaining morale & employee engagement by giving thank you cards to staff, giving a Thanksgiving dinner to staff and data for employee morale. Improvement to security, discipline and culture team by having cameras (S/O to Liz), hiring new people for the Discipline team (Miles and Beasley) and getting more red jackets for more time for the school. Overall goal is making the teachers and students feel safe. Investing in Leadership and PD by building and maintaining a strong leadership team along with trust, having a leadership retreat with the Collins team and holding people accountable and creating bonds to build each other up and creating a stronger team

*Employee engagement-Q12*

Created a mock 5essential survey and meeting the needs of the staff-following through on teachers and staff needs and requests. Staff may not feel included in the Academic side of decision making due to lack of time because time is not permitted to get the input of all teachers and developing compromises on needed academic changes. Having the space for professional learning communities by being able to make decisions as a department. Next semester-will start having grade level meetings by giving teachers the space to shape and frame what the grade level does and the support needed and given.

*Charter Renewal*

Site visits-1st one being rocky but the second one being more structured. What has changed within the school is Miles coming in to make the changes needed at Collins and being the strong force to change behavioral issues. In the meeting with CPS, CPS was serious about changes needing to be made and they will close the school if we don't meet the requirements. Also, CPS Public Hearing, John getting the speakers there and having the alums advocating for

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NLCP. What we need is Collins needs a 2+ by the end of year, we have 2 year charter renewal and plan to meet and review remediation plan in January.

**Robin:** Driving factors (Why NLCP has a fighting chance) because People love NLCP, what the schools means to community and what NLCP has done for the people in the community and Garland's reputation

Board concerns are Issues with having quorums, OMA Training, Inconsistent minutes format, when and what the board should get involved and what not and demonstrating advance notice

**Pres. Report (Cont.)**

Strong alignment, establishing credibility w/ teachers/ staff such as Aramark meeting (Tom)-not keeping the school clean and wanting CPS in the next board meeting. Also, issues with establishing credibility with teacher if Aramark isn't cleaning properly or making lunch late thus making students late for class. Employee engagement and safety updates. Miles-as the new dean (culture) and since she's been here, Collins incidents and the what the culture team is doing to handle safety concerns amongst students and teachers. Such as issues of students engaging in poor behavior and remain in school-leading to teachers feeling towards the school and leadership. Students not looking happy prior but now, things are improving (engaged students and happier students).

Peace Warriors being at both campuses but not so much at Collins. Now, we have Javin as the point person for PW. Also, catering to the students-to address the issues of the school and promoting their achievements (positive reinforcement) such as No Tardy parties. Shared leadership (Luke and Senita are Collins principals and hiring (DSL Chair)

**Enrollment**

Enrollment has decreased but we need transfers to reach our goal. Collins transfer has increased and Christiana transfer is on track

*Why students are leaving*

Students are going out of district, we also are locating students (finding where students are who were supposed to attend NLCP), going to different schools w/in CPS. Also, commuting (far or dangerous commute), Safety issues.

- 3 students being shot
- Student being kidnapped
- Gang issues
  - Meeting with the gang chiefs to keep the school as safe as possible and keeping the gang activity outside of the school
  - Setting a standard to handling physical fights and serious situations to prevent them from happening
  - Students being able to coexist within the school regardless of gang affiliation

**Recruitment**

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Daisy is attending 50+ school fairs and paper apps along with GoCPS. Application Goals: We need to take more kids upfront-more freshmen. We have increased # of apps this year, students being forced to go to the neighborhood school because CPS metrics don't match our metrics. Have to go through rating systems (best fit). If we're ranked 2nd- then we may not get that student and we must be ranked #1 to get the student

*Stakeholders influencing school choice*

Data about our school, counselors and peers influencing school choice and data on college attendance

*Recruitment Levers*

Increasing school spirit -getting their siblings to come to NLCP, Siblings shadow day, Student referral incentive and partnership with LEGACY

**Academic**

Increasing academics by 1 point, we can be a level 1+ school

Interim data-looking data from all levels, schools, departments and teachers to address the needs academically. We have added initiatives such as No Nonsense nurturer, Improved curriculum, SAT/ACT testing-for college readiness and GPA is a determinate for college persistent What we will do: Reporting on GPA more often to the board

*Board getting the Talon Report every Quarter (Tom)*

Getting out a monthly strategic plan, meeting w/ teachers to increase GPA and increasing support. For improvements, we are getting some of Reds turned into Yellows for more cushion and teachers failing students at high rates but not having dialogue regarding why all most of the students are failing. Creating a standard of our practice and looking at data so we can get better understanding of what is happening academically and addressing what is being done: blaming the students rather than checking the teachers

*What needs to be done:*

Freshman on Track for Collins improving to get 2+, improving the test scores for the 11th grade (for cushion), backwards planning to insure there are improvements made, 11th grade-2 teachers (intense training to improve classroom experience and academia) and 2nd Cultural training for freshmen

*Promotion policy*

Students not passing their classes and waiting to make up their classes, student need to pass their classes, spending large amounts of moneys to help and improve students education because they need to do their part (pass their classes, building morale around students and what the school needs to do and holding teachers and students accountable. Currently students are being pulled from class to make up their course work

Do students have to pass their electives also and why should students have to pass their electives?

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Making the students pass ALL their classes (electives) and not having the teachers feeling like their classes don't matter and looking at other HS to see if its required to pass electives

Students who aren't passing their classes are making them up within their time frame (getting that data)

Test scores having the ability to keep you out of the schools with high retention rates

Robin & promotion policy

Seeing if students enrolling in recovery courses at higher rates and are teachers seeing a change in student engagement. Tracking to see if this pilot is beneficial and successful  
Currently: When students were failing, the counselor were off the radar and letting the students slide by but now they are held accountable

**Financial report:**

CPS required a new budget for today and we need to use revised budget. Concern about liquidity (**Carrie**). Working towards 30, 60, and 90 days of cash. Bank needs to cash secured \$23k in the bank currently, we are required to have \$600,000 in bank to back line of credit. The number of students enrolled in school will impact our funding. Also, looking for other banks who are open to helping charters. Charters not relying on a line of credit because we are paid up front by CPS (**Carrie**). Budget that is adding to the bank account>doing so thru enrollment and we can do that by creating a natural reserve and increases to the bottom line

**Development Report:**

Have a goal to raise 250k for 20th anniversary and we are asking 3 corporate friends to donate. Asking the board to call 5 people with a script (Given by Allen) to call and thank donors for their moneys

**Next meeting: February 16, 2018 (All committees should meet prior to this meeting.)**