**ANNUAL ORGANIZATIONAL MINUTES**

**Oriole Park School Local School Council**

**5424 N. Oketo, 60656**

**Annual Organizational Meeting for 2021-21 School Year**

**Virtual Meeting – Email** **triff@cps.edu** **for a link to the meeting.**

**Monday, January 11, 2021, 6:00 p.m.**

1. Call Meeting to Order - 6:06pm Tim Riff

2. Roll Call / Establish Quorum Principal/Former Chairperson

 All members of the current LSC are present, along with several public participants.

3. Selection of Temporary Chairperson Principal/Former Chairperson

 Mr. Riff says he will do this for now if no one opposes.

 We will proceed with Mr. Riff as the temporary chairperson.

 **Note: At this point, the Temporary Chairperson presides at meeting**

 **until selection of the permanent Chairperson**

4. Selection of Temporary Secretary Temporary Chairperson

We will proceed with Emily as the temporary secretary.

5. Approval of Agenda Temporary Chairperson

Motion to approve agenda: Jenny

Second: Emily

Unanimous decision to approve the agenda (roll call vote)

6. Nominations and Selection of Chairperson Temporary Chairperson

Donna motions for Dove to be the chairperson of the LSC.

Jenny seconds.

Dove says she would accept the role.

Unanimous decision to select Dove as the LSC chairperson (roll call vote)

 **Note: At this point, the newly-elected Chairperson presides at meeting**

 **and assumes his/her new duties.**

(Dove is in her car, so we decide Mr. Riff will continue to carry out these duties for today).

7. Nominations and Selection of the Secretary Newly Elected Chairperson

Jenny nominates Emily as the secretary.

Norm seconds.

Emily says she would continue in the role.

Unanimous decision to select Emily as the secretary (roll call vote)

 **Note: At this point, the newly-elected Secretary assumes responsibility**

 **for taking the minutes of the meeting.**

8 Nominations and Selection of the Vice-Chair Newly Elected Chairperson

 Dove nominates Bridget Kelly

 Patrick Kelly seconds

Unanimous decision to select Bridget Kelly as vice-chair (roll-call vote)

9. Nominations and Selection of FOIA/OMA Newly Elected Chairperson

 Officer(s) ***(Only if Office is Vacant)***

Norm is going to continue in this office (he is currently in this role).

10. Set Regular Meetings Schedule for School Year Newly Elected Chairperson

We will keep the schedule set by the former LSC for the remainder of the year. The remaining meetings are:

February 1st – 6:00pm

March 1 - 6:00pm

April 7 – 6:00pm

May 17th – 6:00pm

June 14 – 6:00pm

11. Determine LSC Committees ***[Optional]*** Newly Elected Chairperson

Norm: We have a standing committee (the equity committee)

-The chair of the committee must be a member of the LSC.

-We don’t have anyone stepping up to be chair, so we would have to make the equity committee a separate entity.

-Mr. Kelly said he would chair the committee if need be.

-Mr. Riff supports the equity committee, but not necessarily as an entity of the LSC. We have had managerial problems – not with the work of equity but with managing the committee. It may be more effective if they were a regular school-based committee. It has become increasingly difficult for the equity committee to do their work that is IMPORTANT work in the community and school. Perhaps the best way to make sure this happens in an effective way is to separate from the LSC

-Norm – according to the OMA, it may be easier for them to work as a separate committee (right now they can’t get together with more than 3 people to talk about committee business. Their members may not know this because they don’t have any training on this and may inadvertently violate OMA rules).

-Donna – I think these points make sense. We don’t want to get rid of the equity committee. There is a lot of work being put into it and it is doing a lot of good for our school. It may benefit everyone if it worked separately from the LSC.

-Mr. Kelly motions to separate the equity committee from the LSC.

-Norm seconds

-Unanimous decision to separate the equity committee from the LSC (roll call vote)

-Do we want to create other standing committees?

-Norm: He thinks we are better off moving forward without committees. Committees may complicate things and doesn’t see the need for committees since the LSC needs to complete jobs like the monitoring the CIWP and the principal evaluation TOGETHER.

-Dove agrees with Norm.

-Mr. Kelly – can we develop a committee if we see a need down the road?

-Norm – I believe we can form a committee in the middle of the year if that comes up.

-Tim – There is a new organizational meeting every July, but yes, we could potentially create a committee if we want to later in the year.

-Council agrees that we should move forward without committees for now.

12. Adopt / Re-adopt Bylaws or Establish Newly Elected Chairperson

 Bylaws Committee ***[Optional]***

This is optional. We can’t move further on our bylaws amendment discussion right now.

Our new LSC is going to keep the OPS bylaws without changes for now.

13. Adopt / Re-adopt Rules of Order for LSC Meetings Newly Elected Chairperson

Mr. Riff: Public participation: Do we want to have guidelines for public participation? Should we make a statement about the purpose public participation? There seems to be an increasing interest in LSC meetings, and it may be beneficial to have guidelines in order to keep meetings orderly and fair. Public participation is not a discussion, but rather an opportunity to share comments. The LSC can decide if the comments warrant further review or response.

-Most LSCS ask people to sign up in advance and give a time limit.

-Explicit understanding of the purpose of public participation is important.

-Dove – can we put it on the agenda for the next meeting? Where do we have this discussion?

-Mr. Riff - This is the opportunity to decide public participation guidelines

-Could we have people submit their comment in writing before the meeting?

-Mr. Riff - Some LSCs do that, and others say you have to sign up in advance. We wouldn’t want to disqualify anyone tonight by “changing the rules” now, so these guidelines would be in effect at later meetings.

-Generally accepted rules: Each person speaks one time, can’t give your time to others, time limit, time for open comment

**-Council agrees upon guidelines for public participation in future meetings:**

* **Each public participant must sign up in advance to reserve their space for comment at the meeting**
* **Each person is afforded the opportunity to speak once for two minutes**
* **Times cannot be stacked**
* **Public participants can leave an email and the council can follow up as they see fit.**

Motion to put the above guidelines into place: Emily

Second: Dove

Unanimous decision to approve motion (roll call vote)

-For tonight, members will put their names in the chat if they would like to speak and we will go in order.

14. Announce Date of First Regular Meeting Newly Elected Chairperson

Our next meeting is immediately following this (tonight), and the following meeting will be Monday, February 1st

15. Public Participation

Gwen – When we talk about committees, are they open to other people not on the LSC? Would it be some LSC members and some other parents?

-Mr. Riff - Technically, this is not supposed to be Q&A, public participant just comment. BUT, if you are not on the LSC, you cannot be involved in principal eval. We could form another committee to get information about the CIWP, and they would advise the LSC.

Daun – She is a community member concerned about egging, property damage, banging on windows at night, some of which happens on and around school property. She notes broken glass and alcohol bottles on school property. The lights in the back being turned on has helped to discourage teens from hanging around at night.

Mr. Riff - the school is aware of this – CPS safety and security and CPD are involved. They are aware of the events of this weekend and are going to address them. Continue to call the police if unsafe events happen on your property or you see anything unsafe happening at school. Community members should continue to report these events to the school and try to attend the CAPS meeting tomorrow (notice will be sent in the virtual backpack).

16. Adjournment Newly Elected Chairperson

Norm – motions

Donna – Seconds

Unanimous decision to adjourn (roll call vote).