



## Cherokee APT Meeting Minutes – October 16, 2019

### *Cherokee School*

#### **Attendees:**

Tara Eggers, Maria Moore, Carolyn Hutchinson, Audrey Margol, Tony LoGiurato, Isabel Witte, Lacy Fidler, Vanessa Karam, Annie Ignoffo, Mirela Dalton, Alissa McNicholas, Carrie Ringness, Merit Barascout, Kristin Vallaly, Anne Axus, Cara Ruzila, Elizabeth Martin, Danielle Burk, Nicole Cooper, Gisela Orestano, Deanne Plattner, Gillian Goodfriend, Nora Froelich, Natalie Windle, Kaci Spirito, Lisa Watters, Jenna Zilka, Kelly Kelley, Janet Gongola, Stephanie Zimmerman, Colleen Berto, Alana Sandel, Ann Kiesling, Cathy Montanari, Luke Livingston, Amy Mobile

Meeting was called to order at 9:30 a.m.

#### **Welcome: Carolyn Hutchinson**

**Student Highlight:** Ms. Quinn and 3 Kindergarten students presented what they are learning through Jolly Phonics. Jolly Phonics is a program introduced in Kindergarten and teaches the kids how to learn all the letters/sounds.

#### **President's Report: Carolyn Hutchinson**

*~Every day might not be good, but there's something good in every day.~*

#### **District 67 APT News:**

- APT Board of Education Liaisons from the 4 schools in District 67 will be meeting with Superintendent Mike Simeck and Director of Communications Anne Whipple next week. They meet twice a year. Our Cherokee BOE Liaisons this year are Ann Kiesling and Vanessa Karam. Please submit any questions you have for Superintendent Simeck to Ann Kiesling ([thekieslings@gmail.com](mailto:thekieslings@gmail.com)) by the end of today. Questions will be submitted anonymously and responded to by Mr. Simeck and Ms. Whipple.
- The District 67 Executive APT Board would like us to put the green circle District 67 APT logo on as much as we can. We emailed the logo to everyone on the Board. Please include this on any flyers that get sent home, letters, forms, new sandwich boards made, etc. We are hoping that this will help advertise and educate people about everything that the APT does.

- About half of the Cherokee APT committees have District 67 Executive APT counterparts. We also have several Cherokee parents on the Executive APT Board this year: Lacy Fidler (Exec Communications Secretary), Kate Hanson (Exec New Families Coordinator), Kristin Vallaly (Exec School Supplies Coordinator), Ann Kiesling (Exec Board of Education Liaison), and Colleen Berto (Exec Visiting Scientist Coordinator). Cherokee's Instructional Technology Coach Laura Montgomery also serves as the Exec Faculty Liaison. The District 67 Executive APT Board meets the Wednesday before Cherokee's APT meetings. I always give a report on what is going on at Cherokee and Superintendent Simeck is usually there as well to give updates and answer questions.
- Finally, the District 67 APT is helping to support our sister organization the Spirit of 67 Foundation this week by promoting the Auction and the Stand Up for Spirit event this Thursday! Please bid on items and purchase those buy-in parties. Also, please donate to the Spirit if you haven't yet this year -- we want to win that cross-town competition again! Cherokee is currently in 3rd place with a donor participation rate of 60%.

#### **Cherokee APT News:**

- Spookfest is next Friday! We still need A LOT of volunteers. Especially for decorating/set-up. Please sign up if you can help out! Your 8th grader and high schooler can help out, too. The signup link was in the Friday newsletter last week. It's also on our Cherokee APT website.
- Parent-teacher conferences are also next week. We still need some help with lasagnas and salads for the staff dinner on Oct 24. Please sign up if you are able to help out! The signup link for that was also sent in the Friday newsletter last week. Also during conferences, the Lost and Found items will be up front in the Cherokee lobby. Please take time to look through them while you are at school. You can also check it when you leave the APT meeting today. As a reminder, please be sure to label all of your kid's things so that if something does end up in the Lost and Found, it can be easily returned.
- One more thing we still need help with: our Social and Emotional Learning committee (Meredith Norman and Sarah Bass) is coordinating a fun campaign to freshen up the 3 staff bathrooms. Please drop off bathroom basket items (hand soap, lotion, hand sanitizer, bathroom spray, mints, gum, etc.) this week -- there's a collection box near the front entrance of the school. And please sign up to go in and put up inspirational and fun quotes and other decorations in the staff bathrooms. We need a parent or two each month. Again, the signup link was in last week's Friday flyer.
- Coming up:
  - Thanksgiving Food Drive: October 28-Nov 7. Bins will be at the front of the school. You can sign up to sort and deliver the food, too! Nov 11-14 is sorting at Gorton and Nov 16 is delivery to the pantries.
  - Mandarin Fun Night (for all Cherokee students): Tuesday, November 19 from 6:30-7:30pm
  - Donuts with Dad: Friday, November 22 from 7:15-7:45am

--Holiday Cookie Walk for Staff: Monday, December 16

- Be sure you are signed up to receive the Friday newsletter. Mr. Livingston emails it out every Friday afternoon. There are instructions on how to sign up for the Friday newsletter on our Cherokee APT website. This is the very best way to stay informed about APT events and other school happenings.
- Please also join our private Cherokee School APT Facebook group if you haven't! Just type "Cherokee School APT" in the search box on Facebook and then click on "Request to Join". This is a great way to get last-minute reminders, updates, and other fun information.
- Don't forget to turn in those Box Tops! You can send them to school with your child. The class in each grade that turns in the most Box Tops gets a popsicle party at the end of the year.
- Please always let me know of any topics you would like Mr. Livingston or me to address at our APT meetings.
- Like last year, we are planning on filming our APT featured speakers this year so parents not at the meetings can see them. I will put the links in the Friday newsletters. We just ask that parents hold all questions until the very end so that we are only recording and posting the speaker.
- Be sure to keep me posted on committee updates -- just so I'm in the loop :)
- Be sure to thank all parent volunteers after one of your committee's events.
- There is a group of parents who are interested in partnering with staff and students to write a Spirit grant for a Cherokee garden. Grants are due in January. Please sign the sign-up sheet with your email if interested.

**Community News:**

- Don't forget to check the Green Backpack link at the very bottom of the Friday newsletter. This lists lots of fun events occurring in and around Lake Forest. You can also find it on each school's landing page.

Finally, thank you to all the Board members who have been working so hard this past month!!

**Faculty Liaison's Report: Amy Mobile**

Amy introduced herself since she is new to this position. She is the Library Media Specialist and has been at Cherokee for several years in this position and previously as a 4th grade teacher.

**Vice President/Recording Secretary's Report: Maria Moore**

The minutes from September 2019 were presented and no changes or corrections were made. A motion to approve the September 2019 minutes was made by Kristin Vallaly and seconded by Cara Ruzila and passed unanimously.

### **Treasurer's Report: Elizabeth Martin**

*Brief Summary of Current Month – Activities:* We have been working on finalizing the budget for this school year. Carolyn has reached out to a number of you regarding your committee's budget. I have received some receipts so far and those have been sent to Julie Benda Helms for check requests. Please continue to either mail those original receipts with check request forms to me or drop them off at my house and make sure to keep a copy for your records. We will approve the budget at the meeting on the 16th. Thank you!

The budget for 2019-20 was presented and no changes or corrections were made. A motion to approve the 2019-20 budget was made by Isabel Witte and seconded by Nicole Korczak and passed unanimously.

### **Communication Coordinator's Report: Cara Ruzila**

Just a reminder to email or text me with any information that needs to be posted to the Cherokee APT Facebook Group or Website. Make sure to join the Facebook group and like and comment on as many posts as you can.

### **Principal's Report: Luke Livingston**

#### **General Updates:**

- Safety Drills and school lock-down drills are going to start in the coming weeks. Lock down drill will be in November and it will be a planned drill and be discussed ahead of time.
- Tornado Drill (Shelter in Place) on Friday afternoon. Teachers will pre-teach needed areas.
- Lobby Guard will be starting soon. Self serving kiosk to check in outside the office.

#### **Student Updates:**

- Student Leadership team applications were turned in on Friday. The committee is narrowing down applicants who will give a speech and then vote to select two reps from each classroom.
- Junior Coach applications were turned in on Friday. The staff committee is selecting the junior coaches and letters will go home on Friday. Mr. Livingston will meet with junior coaches on a monthly basis to work out a schedule.

#### **Staff Update:**

- 4th Grade Position - We are in the final stages of hiring a new teacher.
- Social Worker - School social worker took a medical leave of absence. For students that were seen by social worker, parents were notified via email. Position has been posted and we are actively interviewing for social worker position. From a compliance standpoint, our school psychologist is fulfilling the meeting of minutes related to Individual Education Plans and 504 plans.
- Teaching Assistant - We will be posting a 1:1 teaching assistant position this

week. The anticipated vacancy will occur in December when one of our teaching assistants is leaving the district.

**Past Events:**

- Confucious Day for Mandarin - Tai Chi demonstration
- Picture Day

**Upcoming Events:**

- Fall Parent-Teacher Conferences
- 10/21 ~ Visiting Author
- 10/23 ~ Picture Day Retake
- 10/25 ~ Spookfest
- 11/7 ~ Veteran's Day Assembly

**Committee Reports/Announcements:**

**Back-to-School Picnic/Field Day: Lisa Weber, Kirstin Carruthers - no report**

**Board of Ed: Ann Kiesling, Vanessa Karam**

Board of Ed questions due 10/16 for our meeting with Simeck and Whipple on the 24th. Board meeting on October 29th at 7pm at Everett.

**Breakfasts: Anne Axus, Brianna Meade**

We met and discussed this year's events with previous committee head. Reserved the room for event and set up. Set up meeting with Luke to go over details of the event. Working on flyer and should be done by Friday for approval. Purchased some decor and got "raffle" prizes approved by Luke.

**Bulletin Board: Nora Froelich**

Nora created a new Spooktacular halloween theme bulletin board.

**Celebration Book Club: Ann Kiesling**

Letters for October birthdays will go out this week; had a little hiccup with the office on the correct file of birthdays. November birthdays will be distributed the week of Halloween.

**Community Service: Cathy Montanari, Colleen Berto**

It's time for the Thanksgiving Food Drive. Please send in donations with your student Monday, October 28 – Thursday, November 7 to help feed children and families in Lake County this Thanksgiving.

- Kindergarten - Rice
- 1st grade – Canned Fruit
- 2nd grade – Canned Beans
- 3rd grade – Stuffing Mix
- 4th grade – Canned Veggies

- *Optional for all* - \$10 Gift Card to Jewel to help purchase turkeys

**Evening Socials: Natasha Schnack**

Evening socials have been scheduled for all grades!

**Fine Arts/Visiting Author: Lindsay Gadbois, Alex Cherry**

Fine Arts: Barrel of Monkeys writing workshops met with 4th grade classes on 10/11. Final presentations will be at Everett on 11/22.

Visiting Author: Carolyn Crimi will be here on Monday, October 21st. Students who ordered books will receive them that day. Below is her schedule for her day at Cherokee.

8:30am - 9:20am — K/1st Grade

9:40am - 10:30am — 4th grade

11:15am - 12:05pm — 3rd Grade

12:05pm - 12:30pm — lunch with 9 (3rd grade) students

12:40pm - 1:30pm — 2nd Grade

**Food Service: Lisa Olson, Katie McCarney**

Food Services had a meeting yesterday. Elementary schools are finally fully staffed. DPM is still understaffed and they may be looking at asking for parent volunteers to help run registers at DPM. Because of under-staffing, Treat Day has not resumed ...but hopefully will be back in November at some point.

**Haunted Hallway: Anne Axus, Elizabeth Martin, Ali Dacy, Alissa McNicholas**

Brief Summary of Current Month – Activities:

- Met with Team and assigned tasks
- Met with Spookfest Coordinator and Mr Livingston
- Bought lights which are safely covered in plastic to line the hallway floor. Last year people were stepping on the lights and breaking them.
- Ordered plastic luggage tags b/c we are making handouts “I survived the haunted hallway 2019” for participants
- Purchased black plastic lining, spiderwebs, witches hat decorations
- Visiting APT closet morning of meeting to determine inventory

Brief Summary of Coming Month - Plans:

- Make witches hats
- Make tags we are passing out
- Make zombie hands
- Create the hallway on Thursday Oct 24!!!!

**Helping Hands: Kim Walters**

Helping Hands: We had 5 days of requests with the ICoaches to update iPads with various information. We were able to fill all slots.

We are adding more parents to our group as homeroom parents surveys come in.

**Kindergarten: Alex Cherry, Julie Wade** - nothing to report

**LF-LB LDA: Danielle Burk**

LDA had its 1st meeting September 25<sup>th</sup>. The group discussed:

1. Importance of daily attendance for all students in the district.
2. Full inclusion classrooms/co-taught classrooms and what type of training support is taking place to make sure this model is successful.
3. Possible social meetings to meet new members. Ended meeting discussing timeframe of future meetings...still deciding on if that will be monthly or quarterly. If group meets less often importance of social meetings for support!

**Mandarin: Nicole Cooper, Melissa Thoman**

*Brief Summary of Current Month – Activities:*

- Tai-Chi Master returned on September 19th. He was great and the students loved it! Pictures were sent to be added to the website.
- Mandarin room helper volunteers are set for all grades except 4th grade. We'll reach out to 4th grade parents on an as needed basis for class parties and events.

*Brief Summary of Coming Month - Plans:*

- Mandarin Fun Night will be November 19th, 6:30-7:30. Mark your calendars!
- Meeting with Mandarin teachers on 10/28 to plan Mandarin Fun Night.

**Membership/Directory: Shana Ward, Jenna Long**

Summary of this months activities: directories were picked up from the printer on Oct 9. All directory school reps met at 8am on October 10 and sorted, labeled and delivered the directories to the appropriate schools. Students brought the directories home on either October 10 or 11th.

Summary of upcoming month: The online directory should be up and running by late October or early November. An email will go out notifying everyone when it is live. The directly job is completed for the year other than answering questions pertaining to them.

**New Families: Annie Kavanagh, Kate Hanson, Cyncy Schacher**

Annie is working with Alex Cherry to setup one more Buddy Family.

**Planters: Kim Walters**

May change out planters to more fall but currently flowers are doing well.

**Publishing: Erica Iles, Stephanie Knauff, Carrie Ringness** - nothing to report

**Room Parents: Lacy Fidler** - nothing to report

**School Supplies: Kristin Vallaly** - nothing to report

**Spirit of 67 Board: Annie Ignoffo, Mirela Dalton**

Attended Spirit Board meeting this past month. Discussed the upcoming Ladies Night Out planned for this Thursday evening at Onwentsia. 275 to attend and raised over \$150,000.

Cross town competition continues. Whichever school reaches 80% gets \$1000. Cherokee is behind. Encourage friends to donate to the Spirit - even \$1 counts!

**Spiritwear: Melissa Thoman, Audrey Margol**

On October 5th, Kiddles notified executive board rep that all spiritwear orders had arrived and were ready for pick up from Kiddles on Monday, Oct. 7 from individual school reps. Audrey and Melissa picked up orders from Kiddles Monday morning, brought them directly to Cherokee, and distributed them to all classrooms on Monday, October 7. The entire process took no more than one hour. Kiddles had organized items by person and Melissa and Audrey only had to sort by classroom! Bags were dropped during classroom hours at teachers desks (if they were not there) or with the teacher at the door classroom. The process was seamless and easy thanks to Kiddles help and support!

Thus far, we have not heard any complaints about order mixups. We are anticipating that spiritwear is completed for the school year and there should be no other items of business!

**Spring Parent Survey: Kim Pfahl** - nothing to report

**Spookfest: Jocelyn Liu, Gisela Orestano, Cara Ruzila, Margareta Komlenac**

Please send completed forms and money back to school with your child asap. If needed, you can find the form on our APT website. This is a drop-off, student-only event, but we need LOTS of volunteers to help decorate, run, and clean up the event! Please sign up here if you can help: <https://www.signupgenius.com/go/30e094baaad23a3f85-haunted>.

\*As a reminder, please send your child to Spookfest in costume, but no weapons, please. Thank you!

**Staff Appreciation - Events: Gisela Orestano, Stephanie Knauff, Allie Metz, Tara Eggers**

We will be meeting next week to discuss budget and goals for the year. Our main goal this year is to spread positivity throughout the whole year vs just a couple times a year. So, to start we will be putting little treats with an encouraging note in the teacher's mailboxes the week of Halloween. Next up will be the cookie walk, which we will send out sign ups earlier so more people can sign up this year.

**Staff Appreciation - Meals: Annie Ignoffo, Kristin Carruthers, Deanne Plattner**

The APT is coordinating dinner and a light breakfast for our amazing staff during parent-teacher conferences (October 24-25). We are still in need of some help with lasagnas and salads for dinner. Please click here if you are able to help out:



<https://signup.com/go/sjzEYpm>. Thank you!

**Social & Emotional Learning: Meredith Norman, Sarah Bass**

As part of our social and emotional wellness efforts at Cherokee, we want to make sure that our staff is supported in their social and emotional wellness. This year we would like to offer parents the opportunity to decorate the 3 staff bathrooms with inspiring quotes, memes, photos, etc. Please click here to sign up for a month:

<https://www.signupgenius.com/go/70A0B4FACA82EA4FC1-teacher>. Additionally, we would like to ask families to donate items for the bathroom baskets: hand soap, lotion, hand sanitizer, bathroom spray, mints, gum, etc. A collection box will be in the front entrance next week (October 15-18). Please drop any donations at your leisure! Thank you and please contact Meredith Norman ([normankids25@gmail.com](mailto:normankids25@gmail.com)) with any questions.

**Visiting Scientist: Lisa Watters, Ali Dacy** - nothing to report

**Winterfest: Lisa Florjancic, Shermin Pelinski, Allie Metz, Sarah Bass** - nothing to report

**Yearbook: Kelly Pasquesi, Gillian Goodfriend, Annie Ignoffo, Erica Lump**

- Met with Lifetouch Rep to get trained on new online system
- Classroom photographers have been assigned. Training will be in the next two weeks.
- Picture retake day is October 23rd.

As for the Yearbook budget, all looks good. The \$5.00 is to cover the printing of the framed photos in the lobby.

**4th-Grade Celebration: Amy Pasquesi, Holly Lemon, Isabel Witte, Deanne Plattner, Lisa Florjancic** - nothing to report

**Guest Speaker: Luke Livingston**

Luke grew up in MI near Detroit but has been in the Chicago area since college. After college, he was headed to law school but met with an educator and ended up doing the Teach For America Program. He said he wanted to teach high school in a big city. He ended up teaching 2nd/3rd grade on the Southside. He initially had about 37 students. Next, he moved the Disney middle school in the city - and then into administration. He went from an assistant principal to networking to associate principal. He has seen preschool to 12th grade.....low income to higher income. His last 3 years were at Indian Trail School as Associate Principal.

Luke discussed some of his core beliefs:

He is an instructional leader.

Believes every child can learn and deserves to learn.

There is a sense of urgency to get things done. Child is only at school a certain number of hours each day. A year that is not great for a student can set them back 3 years.

Relationships make it happen.

Luke is pretty direct in his leadership and values feedback. He wants feedback -

good/bad feedback helps things get better. Communication is important and he will give as much as he can.

He values a work/life balance. Encourages families and staff to do the same.

He made some commitments to the staff at the beginning of the year. A staff leadership team was put into place at the beginning of the year and meets monthly. He is in communication with Jeff McHugh regularly. Change can create some growing pains, but he is committed to being present and learning/listening. He is asking a lot of questions to understand why things are the way they are.

Prioritizing inclusive practices. Above 80% of Cherokee staff believes all kids should be in the classrooms despite challenges. SEL is very intentional this year.

**Q & A:**

Kristin Vallaly asked if there would be more executive functional skills being taught during SEL learning. Luke said it is being discussed but probably not rolled out this year.

**Questions about security/lock downs/police activity**

Mr. Livingston discussed the difference between a hard lockdown and a soft lockdown. Teachers/staff discuss protocol in drills and there is discussion about it throughout the year.

There has been extra police security at Cherokee this week.

**Question/Discussion about Social Media/Twitter**

Concerns about exposing our children in pictures on social media/twitter. Seesaw was discussed and the concerns it poses to our children if parents don't comment/like a post. Luke discussed and said these are all good things but there is still more to learn. There is a Social Media Coalition being formed with the help of LEAD and Andy Duran. It is for all area schools in LF and is a coalition to get ahead of this and learn more about what should be happening. Contact Carolyn Hutchinson if you are interested in learning more about this initiative.

The IRC does spend time talking with the kids about online behaviors. Most of the classes get at least 8 lessons throughout the year.

Officer Long is meeting with 3rd/4th graders about posting online, cyber bullying, etc.

**Question about Lunch**

How to make sure that the kids that have NOT eaten get priority before others get seconds. This has been a problem in a couple of grades that overlap. They are working on solutions to remedy this.

**Question about recycling markers through Crayola:**

Michelle Mediema is working on recycling project. Contact her if interested in learning more or offering suggestions.

Meeting was adjourned at 11:10 AM

**Next APT Meeting:**

Wednesday, November 20

Featured Speaker: Superintendent Mike Simeck

Respectfully Submitted,

Maria Moore

Cherokee APT VP/Secretary