

Lake Forest High School APT Meeting Minutes

March 3, 2010

Room #113

Members Present: Donna LaVitola, Ruth Muscarello, Jan Richman, Julie Eckert, Terri Karst, Michele Medizigian, Susie Athenson, Marcy Kerr, Katie Begley, Leeni Ellis, Linda Torcivia, Sue Wagener, Jill Moutvic, Julia Fiske Parker, Linda Ganshirt, Mary Flagstad, Kathy Dasso, Marianne Stride, Justine Santello, Pam Salm, Laura Cox, Lorraine Freedman, Mary Kay Jaekel, Mary Sanders, Sally Burns, Tracy Tolmie

Members Absent: Diane Quon, Sheri Passalino, Ana Kapoor, Lesley Guido, Chrystal Gannon, Roberta Zicarelli, Laurie Sirus, Mischelle Hopfinger

Donna LaVitola called the meeting to order at 9:04 am.

President, Donna LaVitola welcomed all to the meeting. She introduced Richard Block, who is a member of the school board.

Secretary, Jan Richman made a motion to approve the minutes from the February APT Board meeting. First given by Ruth Muscarello and a second given by Terri Karst. Motion passed with all approving. Jan thanked the board members for submitting monthly reports and reminded others to email them.

Treasurer, Terri Karst stated the financials for the meeting were distributed via email yesterday. She said that the financial statement reflects the receipt of the credit card receipts from Be True To Your School event. She is still waiting for the final report to distribute the class monies.

Communications, Anne Whipple reported that the district is currently working on budgets and goals for next year. Please email Anne with any and all feedback regarding the e-Highlights newsletter. The first of every month will be the large issue emailed and smaller versions emailed later in the month. Now about $\frac{3}{4}$ of our families are signed up for the e-Highlights. Also, later this month the census will be mailed to all households. Please answer the ten questions on the census as it impacts state and federal funds to our area. Anne introduced Ashleigh Ward to the board that spoke about an upcoming event called, "*Can I Make a Difference? Community Family Schools and Workplace: A Winning Combination!*" This event will be held on Wednesday, March 24 at 6:00pm in the First Presbyterian Church. The event is being sponsored by LEAD, CROYA, all local school districts, and various community organizations. The focus is on enhancing our connections in life. More info is available at charmmd@charmmdfoundation.org.

CROYA, Chris Torrance announced that applications are now available for the *Battle of the Bands*, which will take place on April 10th in the Raymond Moore Auditorium from 7-11pm. The audition forms are due March 9th. CROYA is starting Open Mike

Night for adults and students. It will take place the first Thursday night of the month and cost \$7.

Faculty Liaison, Carolyn Konz stated that during the month of April the seniors would be available to submit nominations for the Distinguished Educator Award. The students may nominate anyone in the high school community that has positively impacted and influenced them. The application requires an essay to be written. A committee reviews the applications and then selects the best candidate. This application will be available on the website in April with a May due date.

Open Doors, Laura Cox and Lorraine Freedman with guest Kathy O'Hara showed a student-produced video providing some excitement and information on the Open Doors program. The video will be on the website for all to see. The Open Doors program started many years ago helping a few students with job shadowing programs throughout the area. The program has grown from a manual one to a computerized online registration system sponsored by the APT, which provides unlimited possibilities. There will be a postcard mailed out to all families shortly directing them to the school website for more information. There is also student testimonial videos from last year's students who participated in the program which are also on the website. On March 22nd registration will begin and the actual program will take place April 28-30, due to students being off from school for Prairie State testing. In addition to the job-shadowing component, there are many opportunities for students to sign-up for service projects in the area. Students enrolled in the Open Doors program will be required to take a business etiquette class, which will provide basic skills, needed to successfully make their way in the business community. The program is available for freshmen through seniors. Mentors in the community are still needed.

Talent Show, Linda Torcivia reported that the ticket committee chairs, Susie Rowe and Justine Santello, were very busy this February filling ticket orders. Tickets were mailed on February 20th, one week ahead of schedule. As expected, all the shows quickly sold out. Ticket orders and donations totaling over \$5,460 had to be returned due to the sell-out shows. Recommendations on changing the ticketing system to allow more families to see the show will be made in April. We are encouraging people who want to see the show to attend the Preview Performance on Wednesday at 4:30pm. Also, please stop by the ticket table in the auditorium before a performance to see if unused tickets have been returned.

Rehearsals for the show have been going great. Videos for the show were selected on February 24. Senior Act rehearsals are in full swing. All orders for kudos and t-shirts have been turned in and the program has been sent to the printer. Haley Beeson, who is a senior art director on the Student Committee, did a great job designing art to be used on t-shirts, the program cover and on the set. Committee chairs are busy lining up volunteers to help with ushering, concessions and serving meals during show week. Volunteers will also help chaperone Senior Act participants. The Student Committee is hard at work. The show looks fantastic and we are looking forward to the Preview Performance on March 10 at 4:30pm and the regular shows on March 11, 12, and 13 at 7:30pm.

Prom Co-Chairs Natalie Coulter and Midge Nelson stated that the Junior Prom will take place on May 22nd and is called, “*Midnight Masquerade*”. The invitations are going to print shortly and will be mailed during spring break. A small group of students from the junior class student council traveled to the Chicago Marriott for a tasting with the chef to choose the menu. *Project Safe Prom* has received approximately 75% of their funding through contributions. The cost of transporting the students by bus is about \$30 per student with a total of \$23,000 needed to fund the bus transportation.

Senior Contribution Award, Marianne Stride explained the changes to the board about this annual award. The application has been revamped and includes hours of service and an essay explaining the level of commitment by the student to the organization. A committee will meet to review the applications and a group of students will be chosen. The awards will be distributed at Senior Night. The applications are available in the CRC with Jennifer Gleason. Last year 22 students were awarded between \$500-700 each.

Grants, Sue Wagener stated that they are inviting all students interested in attending summer academic experiences to consider applying for a grant to help underwrite the costs of those camps, internships and seminars. Application information is available on the district website under Parent Opportunities and APT. Please feel free to contact Sue for more information at 847-295-3781 or her email address: allwags@comcast.net.

Nominating Chair, Chrystal Gannon reported that The APT Nominating Committee is pleased to present the following slate of officers for the 2010-2011 school year:

Continuing Officers - one year remaining:

President – Donna LaVitola

Vice President – Ruth Muscarello

Corresponding Secretary – Julie Eckert

New Officers - Two-year positions:

Recording Secretary – Michelle Medzigian

Treasurer - Jan Richman

Brief Bios:

Michele Medzigian – Michele moved here five years ago from Greenwich, CT.

She has three children: Brendan 19, a freshman at Miami, Connor 17, a junior and Maggie 14, a freshman. Most recently Michele served as the freshman class representative. She has also been varsity football team mom for two years (08 and 09), served on the prom committee 08 and also the “*Let There Be Lights Committee*”.

Jan Richman - Jan has lived in Lake Forest for 11 years. She has three children: Jason, who graduated from Stanford; Zach, a freshman at University of Illinois, and Jilly, currently a sophomore at LFHS. Jan served as VP for Cherokee’s APT. She also served four years on the Spirit of 67 Foundation Board. In addition, she served as both Treasurer

and President of the Newcomers' Club of Lake Forest and the Encore Club. Most recently, Jan served as Recording Secretary on the APT Executive Board.

The following have volunteered to serve on the nominating committee:

Chrystal Gannon, Nominating Chair

Current Board Members:

Sue Wagener

Mischelle Hopfinger

Terri Karst

APT Members At-Large:

Mary Sperzel

Kauri McHendry

Susan McMahan

President, Donna LaVitola reported to that the Be True To Your School event would be co-chaired by Julie Eckert and Nadia Walgreen for next school year. Nadia will have a board position since Julie currently sits on the board and has one year remaining on her Corresponding Secretary position, which will run simultaneously. Donna emailed the board documents regarding Board Policy and Procedures. She asked all board members to review them and email her any changes to them. We will then vote on the new documents at the April board meeting. Please check out the website that Joy Murawski has been working so diligently on. Thank you to Leeni Ellis, who is currently serving as a liaison on the Wellness Walk scheduled in May. Leeni will have a detailed report next month. Discussion was held regarding the use of parent volunteers and best way to track them. Currently, Justine Santello is the Volunteer Coordinator and is working on revamping the Parent Volunteer Form distributed to all LFHS families. Reminder that Parent University will be taking place, March 13th at 9am with the keynote address, "*Just Because it's Wrong, Doesn't Mean it's Right*".

Freshmen Class Representative, Michele Medzgian submitted the following report: The schedule of parent meetings for the year has concluded. I am seeking feedback on this year's programs to see what changes need to be made for next year. If anyone has any suggestions, please let me know.

Sophomore Class Representative, Susie Athenson submitted the following report: Sophomore parents are welcomed to attend the Junior Parent meeting on April 8th at 10:00 am in the DMT when the Junior/Senior Prom will be discussed.

The Sophomore Parent meetings have concluded for the year. But if you have an idea for a Parent meeting, please contact me at sathenson@comcast.net - we welcome new ideas!

The Sophomore Student Council continues to volunteer at the Holy Family Soup Kitchen in Waukegan once a week with Mr. Eaton. They are also planning the upcoming ELS basketball game in March.

Please remember if your sophomore is interested in enrichment opportunities including leadership training, camps, seminars, summer programs, materials, or guest speakers please consider applying for an APT Student and Faculty Grant. The application and further information is available the LFHS website under “Parent Opportunities” and “APT”. For more information, contact Sue Wagener at: allwags@comcast.net.

Junior Class Representative, Marcy Kerr submitted the following report: The Junior Class primary service project of the year will take place Sunday, March 7th at Dickinson Hall Senior Center. This heart-warming experience has become a tradition of the Junior Class as the two generations come together to share stories, laugh, dine and dance. More than 60 students from the junior class have worked hard over the past months to prepare and host this fun event. It is expected that close to 100 senior citizens will attend.

The Prom committees are in full swing as final decisions are being made regarding prom colors, t-shirt designs, invitations and dinner menu. The Prom, themed, *Midnight Masquerade*, will be held Saturday, May 22 at the Chicago Marriott. Buses partly funded by Project Safe Prom will safely transport the students. This is a wonderful tradition of ensuring safe transportation downtown to the Prom for all our students. The deadline for the names of donors to appear in the invitation is this Friday March 5th, but the campaign for support will continue up until Prom. Please consider donating to this very important project.

The last parent meeting of the year will be a joint program with the senior class. The topic will be *Prom, What to Expect*. The meeting will be held Thursday, April 8th at 10:00a.m.

Senior Class Representative, Katie Begley submitted the following report: There is a Senior Class Parent Meeting on April 8th at 10 a.m. Bike and Bake Sale is not until May 8th.

Vice President, Ruth Muscarello submitted the following report:
LFHS Liaison Committee Meeting – February 22, 2010

Attendees: Ruth Muscarello, Anne Whipple, Jay Whipple, Lydia Steck, Katie Begley, Barbara Ankenman, Marcy Kerr, Susie Athenson, Patti Poth, Michelle Medzigan, Amy Tsarwhas, Rosemary Haack, Chris Torrance, Donna LaVitola, Laurie Doherty, Deborahanne Reimer, Jennifer Knight, Jim Thiel, John Maher, Candice Adams

Ruth Muscarello welcomed everyone to the meeting and introductions the speakers.

EMOTIONAL WELLNESS: Jennifer Knight, Dean of Students, shared the following Emotional Wellness updates and information to the group:

- Wednesday, February 24th, is a late start day. An Emotional Wellness training session will be held for interested students that morning.

- An All-School Walk will be held on Tuesday, May 18th (Rain date, Thursday, May 20th). Students are working hard to coordinate the various students clubs and organizations and activities offered on the day of the event. More information to follow.

LFHS CORE TEAMS: Assistant Principal Jim Thiel, Social Worker John Maher and School Psychologist Candice Adams shared the following information about the LFHS CORE Teams.

The CORE teams at LFHS are made up of the LFHS Counselors, Deans and Social Workers. One of their many responsibilities is to support the students emotionally and academically at LFHS. The team starts to work with incoming students to help in the transition to the HS. Transition meetings are held to make sure students get the same level of service and receive the same accommodations at the previous school or middle school.

Students meet with their counselors 16 times over the course of their 4-year high school career (4 times per year). The students work with their counselors on various things such as academic planning, post HS planning and social/emotional needs.

The Deans, Counselors, School Psychologists and Social Workers at LFHS meet once per week to identify students who may need additional support. Recommendations can come from teachers, parents, deans and/or counselors. Students can also seek help from the CORE team, although after the 5th meeting, parents are notified of services provided.

Additionally, on a quarterly basis, students are identified when grades are released. The teams are finding correlations between the number of absences and grades. Also discussed was tardiness (3 tardies = 1 unexcused absence, 6 tardies = 1 Saturday detention).

The CORE teams provide three tiers of service to students at LFHS in two areas - Academic and/or Behavioral. Tier 1 addresses the needs of 80-90% of the students. Tier 2 addresses the needs of 5-15% of the students and Tier 3 addresses the needs of 1-5% of the students. Depending on the issues involved, students can receive before/after school help, enrichment studies, Freshman Experience courses, Guided Reading, At Risk services, and involvement in the various discussion/support groups.

The various discussion groups lead by CORE teams include: remembrance, freshman transition, minority, diversity, substance abuse, students of parents with substance abuse issues, eating disorders, etc. The groups meet on a regular basis throughout the year. The CORE teams work with many outside agencies, hospitals, etc. to get support, references and recommendations.

Next Meeting: The next meeting will be on Monday, April 12th at the WEST Campus (300 S. Waukegan) in one of the 2nd floor seminar Rooms. Guest Speakers will be

Principal Jay Hoffman and Superintendent Dr. Harry Griffith who will share school and district goals.

Hospitality Committee, Jill Moutvic, Julia Fiske Parker, and Linda Ganshirt submitted the following report: Continuing its theme of matching upcoming holidays, the Hospitality Committee will provide St. Patrick's Day treats for the March meeting. The Committee met to discuss the remaining big events, Teacher Appreciation Week, the Breaking Away Tea, and the Old Board/New Board last meeting. We agreed to contact Jay Hoffmann to discuss Teacher Appreciation and Donna LaVitola to begin plans for the Old/New Board Meeting.

Meeting adjourned at 10:35am.

Respectfully submitted
Jan Richman, Recording Secretary