Waters Elementary School

LSC minutes for Emergency Budget Meeting, May 21, 2020

JR called to order 3:04pm

Quorum:

Parent Reps: Kirstin Bacon (KB), Chris Brannan (CB), Greg Foster-Rice (GFR), Jason Rieger (JR), Erica Smith (ES), Lydia Schmidt (LS)

Community Reps: Zach Koutsky (ZK), ~~Lauren Niedespol (LN)~~

Teacher Rep: Rielly Wall (RW), Ms. Ballasch (MB)

Non-Teacher Rep: ~~Mr. Williams (MW~~)

Principal: Titia Kipp (TK)

Approval of Agenda:

Motion to approve the amended agenda with addition of chair and principal reports, ES, RW Seconded. All in favor. No abstentions or nays.

JR I was asking you if you could explain the $14,000. We had originally set it aside for a 5th chromebook cart. We ended up ordering 4 chromebook carts

ES – that the cart itself, or also with the computers.

TK – no, that’s the cart plus the computers…I should clarify, we set aside funds for 5 carts originally, but only ordered 4 carts so there’s $14,000 leftover (equivalent to one chromebook cart). With the promethean boards I was told the construction company could install them. But that would require a change order. So my one caveat for this budget is that we may have to set aside some funds for the installation of the promethean boards.

JR – can you do that before the 22nd?

TK – Ms. Alavarez is putting in a call with the Promethean bard company so we can put that into the budget. Right now I don’t know. My only caveat with moving forward with this budget is that we might need to pay for the installation of the promethan boards.

JR – Is there a backup if it is $5,000 of installation? Can we spend remaining money?

TK – Yes. I know we purchased 15 laptops for teachers. It may be we could purchase more laptops which would be good under these current circumstances. That would be a good alternative way to spend it.

GFR – we’re looking at the PDF document that you sent. This is how much money is left. You have $71,000 left?

TK – yes

GFR – now we know the amount left is $71, 587…

TK – and it went up a couple dollars from the amount I was quoted on Friday.

GFR – I guess I’m missing the document on where this is all going…

TK –[shows document – see attached PDF] if you’re looking at program number you can match that to lines of supplies…for example, that’s a music supply line…no it’s not in order…shoot…there’s another program number so you go down there…you’ll see 1594 equipment a request for music equipment….Greg you’re asking more specifically. They’re more line item based on the program. Music, PE, equipment and supplies… we have requests some essentials, some social studies, remaining balance in arts supply line. Reading equipment line is $14,000… [lots of reading of line items on the PDF].. so those are the budget lines…

ES – We see the account numbers but in this spreadsheet we don’t have program name/account name. Are there lines that remain to be allocated? And if so what are your plans with those.

Tk – one of my only caveats is the promethean boards.

GFR – and just out of curiosity, if it comes out of the equipment line and goes to Promethean board installation, what is it that we would be missing?

TK – that line was originally for 5 chromebook carts, but we only ordered 4 carts, so there’s $14,000 leftover so that would be the tradeoff.

KB – so I’m confused…what Jason showed is not a proposal of what need to be spent? But is what’s left on each budget line.

TK – that is what has been transferred to each of those lines to be spent. The only caveat for this budget is the installation charge of the promethean boards.

KB – so what are we voting on now for this money to be spent. I get that you had to move money into lines…

TK – we have money on a music line…in this budget…also requests for art supplies (holds up paper)

KB – Is that what you were asking for Greg.

GFR – It’s a little hard because you cannot see the lines. Jason, can you share the PDF…

KB – but that’s not what we are voting on (these are the lines)

GFR – I understand, but I guess it’s what we’ve got. The right side columns show wether these are hard materials or consumables.

TK – I’m holding up the documents I shared…that I updated a week ago on Saturday.

GFR \_ I got a single page of that on Saturday but it only included one page with $9,000 on it.

TK – There’s tabs on the bottom…maybe it was updated…on those documents it indicates a request from Ms. Booczko for some Wilson Reading materials…This is the Oracle document (holds up PDF). That’s the official document of where the moneys are sitting…These are the teacher wishlists [Holds up Subscription Purchase Requests]…

ES \_ I think we need a CPS translator

CB – I think to some of your questions, some of it is the document Ms. Kipp sent us on the 12th, 1:24pm. That has a larger array of all the various spend down items.

GFR - I saw that but it adds up to $155,000 (not $194,000) so I didn’t know what items were remaining and would be bought with the $71,000 and what had already been bought.

TK – I want to clarify, the chromebooks…e-subscriptions and a repair contract were spent. Where did that…

JR – I’m gonna suggest a central google doc would help in the future. Hard to keep track of.

CB – with the numbers moving all the time, it’s hard to see ...

GFR – understood.

TK – because even the numbers I shared with you last week…this is not my doing…where it was $67,000 on Friday is now $71,587 today. So, I’m asking for the supply requests, the supply purchase, the subscription purchase, curriculum purchase, furniture purchase, we will take out the subscription purchase…that’s what we need to spend.

GFR – so minus the technology and subscription requests, what we have left to spend down is everything else?

CB – well, the technology was not all spent, because we only bought 4 instead of 5 planned chromebook carts.

GFR – so that’s very helpful. Thanks, I now know…I feel more comfortable knowing what that $71,000 is getting and supporting for our students. Thank you.

TK -Yes. Any other questions on the document?

CB - you might have a better view than I do, because as an accountant you’d think I’d know but…

TK – well CPS is quite a challenge…we are fully aware.

ES – One suggestion, with the obvious increased spending and focus in technology, I know you guys have been working on counting the number of units in the building and that have been lent out. I think it would be good to have a full inventory at the start of next year of what we have, what needs to be recycled, etc so we are keeping track of the technology that we are spending on.

TK – we have that with the district. It’s called an asset tag inventory. I don’t know what the district is going to have us do this year because we have about 4 classrooms of chromebooks out now. We have documentation for all the chromebooks that went out (their asset tags). We don’t know how everything is coming back to us.

ES – and that’s being updated annually?

CB \_ I was speaking to Ms. Kipp about this and right now we have 18 chromebook carts, and we will be getting an extra 4. The 18 carts would hold theoretically 650 chromebooks, but a lot of those will be outdated, broken, irreparable…

ES – there’s a difference between something that shows up as an asset than something that is functional.

JR – Per Mr.Segovia, I want to conclude that we aren’t expecting all of those to come back in shape.

TK – there are also chromebooks that go bad or break during the regular school year. And 4 or 5 of the carts are outdated and wont’ update to the current operating systems and programs that CPS needs to put on them.

ES – when they do the asset tag inventory do they check it for functionality?

TK – yes. And if there are sets that are outdated they get marked for disposal.

KB – are you saying we’re not doing asset tags?

TK – I said I’m not sure what the district will do for the end of the school year bc so much tech has gone out. We haven’t been given a directive. But everything that has been lent has been tagged.

KB – I misunderstood. Thank you.

GFR – Chris or Ms. Kipp, could you help me add up $71,000 from the remaining funds with wishlist that remains?

CB - I’m having the same trouble reconciling what was in the Oracle report and what was in the spend down spreadsheets.

TK – so it’s possible with everything that has gone on…$125,529 was technology, right Chris? So that’s what was transferred. What was spent is the 4 chromebook carts, promethean boards, iPad cart, 4 stations, laptops, doc cameras, and desktops…so let me confirm with Nilsa…

GFR – I’m having a hard time taking notes…so please bear with me!

KB – do you have quorum without me?

JR – Zach just left, so…yes, we have exactly 7 people for quorum if you need to leave.

KB \_ I have to do a virtual appointment…if you need my vote, text me..

JR – we are ok if everyone else stays on.

TK – the technology purchase request is $111,949. The amount that is on technology line is $14,521.42 remaining on that line. Are you following me…

GFR – which document are you talking about?

TK – the Oracle PDF. It’s the line near the bottom…$14,521. So originally we had transferred $125,529 on the excel spreadsheet (which lacks column headers). So on this line here we had transferred $55,000 and $70,529. So that’s a total of $125,529…so the amount together …

CB – that number ties almost to the penny with the original tech requests but we did not spend that amount.

TK – so now we have $14,521 remaining

CB – so there were some things not bought off the wishlist…one chromebook cart plus something else…

TK – Ms. Alvarez confirmed that we spent $111,945.99.

CB – I feel like we are going to really struggle to reconcile things over time. We had a plan, but CPS changes thins…I think we might better off with understanding what we are using the $71,000 to spend on.

TK – [shows Oracle PDF] now it’s all in this document

CB – that what we need to reconcile is which of these amounts are transferring over.

JR – Are we confident that all the items in the teacher wishlist are being covered and the only caveat is the promethean board installation.

TK – That is correct.

JR – is that sufficient?

TK – I want to go back to these documents [holds up PDFs]…curriculum…etc…

GFR – I think I get it….honestly, I worked on the budget years ago…then I begged off the budget committee. If what Jason is saying is correct that all the items on the teacher wishlist …if all of that stuff all going to get covered and our only caveat is the promethean board installation.

TK – [holds up documents with sticky notes, marks] This is a PE request, a Music Request. …These have all been covered. There’s a furniture request. There’s a lot of paper here. That money has been transferred over. Everybody’s request would then be filled….any other questions…

JR – if I were going to call a vote, are people comfortable with this? We will be spending down the $71,529 in the pointer lines in the Oracle spreadsheet? We don’t have an itemized exact list…but we are being told that everything covers everything.

ES – I think we have sufficient justification.

CB – I would love to know what is happening in each of the lines and how that marries up with the wishlist. But as we said in the last call, we trust that it’s all being spent in good ways to support the teachers. I wish I could understand that $3,00 there is going for art, that $2,00 is from that wishlist. I don’t have that. I would love the clarity of an ideal world in which I know exactly how each dollar in each line is being spent. But this isn’t ideal. And we do know the total amount of the money and it is tied to the wishlists.

TK – Just wanting to be very clear on the caveat with the Promethean boards that I’d be taking it from the reading equipment line (basically one chromebook cart).

ES – I was just gonna say we can spend now and do the fine tune analysis later.

GFR – one last question – the tradeoff is basically one chromebook cart or the installation of promethean boards.

TK – correct.

GFR - That clarification helps me to understand what we might be missing so we know next year what the teachers didn’t get so we can support the teachers…. That’s part of the idea of doing the budget like this – it is so we can know what we didn't get so we can find alternative mechanisms for supporting the teachers next year if they still need something that we couldn’t purchase.

Tk – the answer would be one chromebook cart.

GFR - Thank you for that clarification.

JR – I motion to approve the spend down of the $71,587.26 of the FY 20 budget as stated in the Oracle fund summary excepting the caveat of reallocation of money for Promethean Board installation. ES second.

Motion to approve the FY 21 Budget

Kirstin Bacon (KB) – not present

Chris Brannan (CB) - Aye

Greg Foster-Rice (GFR) -Aye

Jason Rieger (JR) - Aye

Erica Smith (ES) - Aye

Lydia Schmidt (LS) -Aye

Zach Koutsky (ZK) – Aye (sent email proxy vote bc his phone muted him)

Rielly Wall (RW) - Aye

Ms. Ballasch (MB) - Aye

Mr. Williams (MW) – not present

Titia Kipp (TK) - Aye

The spend down of the FY20 Budget was passed unanimously. Thank you for your patience with that.

That takes us to public comments.

Public Comment This section of public comment does not require having signed up to comment in advance. Please note: This period is dedicated for questions/comments that directly pertain to the 3 functions of the LSC: Budget, CIWP, and Principal Evaluation. Other questions/comments will be directed to administration (general school operations), teachers (specific classroom/grade level questions), or WatersToday (fundraising and volunteering).

Ms. Ballasch – I want to say thank you for making this vote happen today. I know I threw a loop into the other meeting.

JR - I have to apologize about what was going on. Some confusion when I made up the agenda.

Ms. Rivadeneira – I spoke to Ms. Booczko and she would prefer to share her comment directly with the LSC via email.

JR – Stuart Lange – has a public comment but doesn't’ want to have it read out. Do we have a motion to adjourn.

TK – thank you – we will jump off to start with the spend down.

ES – I know I was critical earlier but I want to acknowledge the admin. The sharing of the documents and the break down of the expenditures this year was much more detailed than in the past. I give you credit for putting that ffort in. Thank you.

TK – Thank you.

GFR – I know that was a really hard meeting and I hope we can work towards a future when we are more transparent and more open with each other and approach each other with a little more lead time on these things so we don’t fray as many nerves. That’s for everybody here so we can work more collegially in the best interests that we all share.

Eileen Favorite – I know I share this feeling with others. Some of us were a bit shocked by the way the teachers were saying negative things about the parents. Both parents in the community and on the LSC. I think that should be balanced a bit with the acknowledgement of many many parents and parents on this conversation who have given part time jobs to support this school. And yet they treated the parents like they’re the enemy or not part of the conversation. This was supposed to be a meeting about the spend down and it became a personal attack on members of the LSC and members of the community. I wanted to voice that. Because I’m really shocked that people were behaving that way. I know I’ve never been anything other than supportive. And I thought there was a real lack of gratitude for the efforts of many people who were in this conversation.

[Silence]

JR – thank you Eileeen.

Ballasch – Jason, I want to address that last comment. Our teachers for the most part we love our community. It has never gone unnoticed what this community does for us on a regular basis. I think it was geared towards a small portion of our community. We are very appreciative of everything that our community does for us. That’s one of the best things about working at Waters.

[silence]

JR – any other further comments?

TK – I’d like to make a motion to adjourn. ES second.

All in favor. Aye.

JR – Thank you very much everyone.