LSC Bi-weekly Chat with Assistant Director Myra Winding

Session IV
August 20, 2020
4:00 pm – 5:00 pm
CPS Five-Year Vision 2019 -2024

Academic Progress
- High-Quality Rigorous Instruction
- Talented and Empowered Educators
- Safety and Support

Financial Stability
- Financial Equity
- Operational Excellence

Integrity
- Collective Impact
- Transparency
Today's Agenda

- Welcome/Introduction
- Norms
- Relevant District Updates and LSC Business
  - Fall LSC Elections Update
  - District Update
- Chicago Connected Presenter -
  - Lauren Burdette, Senior Equity Manager at the Office of Equity and Racial Justice
  - Hal Woods, Chief of Policy at Kids First Chicago
- Chat facilitated Q&A
- Closing
Meet the Office of Local School Council Relations

Herald Chip Johnson
Chief Officer

Dr. Guillermo Willy Montes de Oca
Director

Myra Winding
Assistant Director

Jose Ortiz
Facilitator

Toylee Geen-Harris
Facilitator

Luis Garcia-Juarez
Facilitator

Veronica Derden-Jackson
Facilitator

Greg Gray
Facilitator

Julissa Cruz
Facilitator

Marcus Pittman
Facilitator

Kiara Harrington
Staff Support

Adrian Segura
Deputy Chief

Henry Verlarde
Facilitator
Objectives

- Engage LSC Members so that they are Empowered by helping them understand their role and expectations through guidance and support

- Continued outreach to share OLSCR updates and initiatives as we work through two major pandemics impacting our communities

- Provide resources and answers to your questions

Norms

- Everyone is muted and will be unmuted for Q&A and Breakout rooms.

- Presentation will be shared in its entirety along with the recording of the meeting.

- Question may go into the chat feature throughout the meeting and facilitators will answer the questions within their respective networks in the chat
District Update

CPS will begin school year with students learning at home

Earlier this month, we announced that all Chicago Public Schools (CPS) students will begin the coming school year learning at home. Throughout our response to COVID-19, our top priority has been, and will continue to be, keeping our students and school communities safe. Today, we are sharing our Final Reopening Framework for the start of the 2020–21 school year.

This framework gives CPS the flexibility to begin the school year learning at home and transition to hybrid learning once our public health experts determine it is safe to do so.
Fall LSC Elections

LSC Elections are still slated to take place during the fall report card pickup on November 18th and 19th of 2020. The elections will be held to comply with the directives of the CDC and the Department of Health.

LSC Nomination period will be extended.
• Announcements will be made the week of August 24th
• Nomination period will be open to all schools
• Guidance will be provided

Poll on voting
How do you think we should conduct the Fall LSC Elections if schools are closed?
A. Electronically
B. Vote By Mail
C. In-Person (Applying CDC and Department of Health Guidance)
Guidance for CPS FOIA Request

**WHO:**

If the school that has received a FOIA request has a functioning LSC with a quorum, the LSC’s designated FOIA officer has the responsibility for responding to the FOIA requests.

If the school DOES NOT have a quorum/functioning LSC, the principal should forward the request to the CPS FOIA office via Office of Local School Council Relations. The CPS FOIA office will work with the principal to determine how best to respond to the request.
WHAT:
If the request asks for records that the LSC has access to, such as approved meeting minutes and/or the audio or video recordings from virtual meetings, they should be released. If your school did not record the meeting being requested, that must be relayed in the response. If the request seeks meeting minutes that may not have yet been approved by the LSC, you may opt to withhold them as drafts until they are formally approved by the LSC. To do so, the FOIA officer must state they are being withheld under 5 ILCS 140/7(1)(f), which is the applicable exemption covering drafts, preliminary and unfinalized records under the statute. If the request is asking for records that the LSC would not normally have, the appropriate response to the FOIA is to say the LSC has no responsive records and the requestor may wish to submit the request directly to the District at www.cps.edu/FOIA.
Guidance for CPS FOIA Request

HOW:
While records such as agendas and meeting minutes can simply be emailed to the requestor, the request may seek a recording of the virtual meeting. Those recordings may be present in a Google Drive, where they can be shared by adjusting the sharing settings to not require a CPS-issued email address to view the link. Or the school could choose to upload the meeting recordings to YouTube.

BE SURE YOU DO NOT SHARE A RECORDING OF A CLOSED SESSION.

WHEN:
You have five business days to respond to a FOIA and can request an additional five business days by citing one or more reasons allowed under 5 ILCS 140/3(e). Thus, if you received a request on Friday (8/14), you have five business days to respond, meaning on or before next Friday (8/21). If your LSC needs more time to respond to the request, you must notify the requester by next Friday (8/21) that you need more time to respond with a reason allowed for under 5 ILCS 140/3(e). You can request an extension for five additional business days, meaning the LSC must then respond to the FOIA on or before Friday, August 28th.
NEXT STEPS:
If a functioning LSC has not yet designated a FOIA officer, they are required by Illinois law to do so. (5 ILCS 140/3.5). That designated person must take a short and free electronic training webinar at the Illinois Attorney General's website (http://foia.ilattorneygeneral.net/) Click on “Electronic Training” and follow prompts. That webinar will cover the basics of FOIA compliance and is designed for anyone at any level of government to complete.

BEST Practices:
As principal, you most likely received this FOIA request because your school’s LSC information is not available on your school website. It should be. This includes the names of current members, their roles (President, Vice-President, FOIA officer etc...) agendas for upcoming meetings and approved minutes for past meetings. If those materials are available on your school’s website, most FOIA requests will become unnecessary and FOIAs received can be easily referred to the school’s website. While all LSC members are required to undergo OMA training, the Office of Local School Council Relations also encourages all members to take the FOIA training above, even if they are not the designated FOIA officer.

Please, contact your facilitator if you have any questions.
Chicago Connected Presenter

- Chicago Connected Presenter -
  - Lauren Burdette, Senior Equity Manager at the Office of Equity and Racial Justice
  - Hal Woods, Chief of Policy at Kids First Chicago
The OLSCR remains available to assist any LSC. Below is the list of Facilitators per network.

<table>
<thead>
<tr>
<th>LSC Facilitator</th>
<th>Network</th>
<th>Email</th>
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</thead>
<tbody>
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Independent School Principals (ISP) and Academy of Urban School Leadership Schools (AUSL) are assigned to facilitators in the geographical area of their elementary networks.
Closing

• Please share these updates with your schools & communities
• Complete Survey – The link will be emailed to all participants using the same email you registered with.
• Session III will take place two weeks from today on August 6, 2020 at 4:00 PM
• LSC Chair monthly meeting with OLSCR Director Dr. Willy Montes De Oca on 7/29 (English) and 7/30 (Spanish) at 4pm

Resources

Local School Council Relations Website
Toolkit For LSC's During COVID19 Closures
Candidate Application Form per category
SRO Toolkit
Remote Learning Resource
COVID-19 Information
For CPS inquiries email - familyservices@cps.edu
Healthy CPS Hotline 773-553-KIDS (5437)
COVID-19 FAQ
CDPH Coronavirus hotline at 312-746-4835