



Special Meeting Agenda

Date: 2020 07 09

FOS Board

President

Nicole Ducar

Vice President

Rodell Knight

Secretary

Jenny McQueen

Treasurer

Amber Kujath

Board Officers

Patty Guzman

School Representative

Student Representative

1. Call to Order

2. General Conversation/Feedback about July 2nd's zoom call with FOS + Teachers

- Introduction letter to STEM families of new board
 - Include survey
- Introduction letter to STEM teachers of new board
 - Include survey

3. Agenda items for Nicole to discuss with Dr. McManus on July 14th

- Are there things FOS can do to help right now?
 - Rug cleaning
 - Buying masks
 - Buying supplies
 - Forehead scanning thermometers
 - Extra masks for kids who have forgotten them
 - Hand sanitizer in each classroom, at lunchroom and at entry doors
 - Cleaning wipes
 - Cleaning out rooms in basement for extra classroom space?
 - Can FOS pay for an off-site storage container to clear up some space?
- What are the cleaning protocols for the school?
- Are there plans made or being made to address the different scenarios for the school year?
 - School starts on campus
 - School starts virtually
 - School is a combination of on campus + virtual
- If school is on campus, FOS ideas to facilitate:
 - Close street during drop off/ to congregate students outside
 - Paint dots at 6' intervals all over sidewalk and street to help with social distancing
 - Stagger drop off times, littles earlier than older kids
 - Arrange drop off to have kiss-n-go on Laflin, south of Fillmore:

- Ask all parents to enter westbound on Fillmore only.
 - Ask to use Hawkeyes parking lot for a turn-around for parents, all cars exit eastbound on Fillmore.
 - Have assigned staff and assigned volunteer parents there to take temps as kids get out of cars and make sure they are masked.
 - Arrange bus drop off- all buses to drive southbound on Laflin only:
 - Have staff and parents there to take temps of bussed kids and make sure they are masked.
 - Notify by letter all neighbors and businesses that there will be high congestion on these street from 7:30-8:00 every school day.
 - Ask alderman to help with keeping garbage trucks from doing pickups during that time slot
 - Ask alderman to help keep west side of Laflin clear of cars (ticket and tow aggressively from day 1 of school).
- Will kids still transition to most of their classes?
- Can lunch be outside (if street is closed during school hours)?
- Close street during pick up
 - Stagger pick up times
 - After school programs
 - If there are not programs offered at STEM, parents will find alternate places for their kids to go. That increases exposure of all those kids, who will then show up at STEM again the next day and increase exposure of everyone at STEM.
 - What can FOS do to help with the after-school program issue?
- If school is virtual, FOS ideas to facilitate:
 - Are SmartTVs/boards all installed?
 - Can they be used to broadcast lessons from classrooms?
 - Do teachers know how to use them? Can we get a tutorial set up for them to make sure they can use the technology effectively?
 - How can FOS help ensure students have access to technology at home?
 - How FOS organize remote social activities to promote a sense of community, at least for the first half of this year? Can we organize virtual activities?
- If school is combination, what can FOS do to help?
 - Tutoring programs for kids whose parents cannot be home during day?
 - Small groups organized by teachers and parents to help kids whose parents cannot be home or for kids who would benefit from additional help?
- How can FOS facilitate more communication with/between STEM families, especially during shut-downs?
 - Facebook Group
 - Email chains?
 - Phone chains?
 - Group chats?
- Uniforms

- Due to financial strain a lot of families are experiencing due to work insecurity during pandemic, is it possible to waive uniform requirement for as long as there is a pandemic issue?
 - Can FOS arrange a uniform swap if uniforms are required?
 - If school is remote in September:
 - Can FOS help with ensuring technology is available for all students?
 - Can there be remote social activities that FOS can organize?
- Can teachers reach out to their students from last year to invite them to Social Justice Town Hall they are planning?
- Will Dr. McManus reach out to STEM families with FOS's letter and survey?
- Are there still opportunities for new parents or community members to run for the LSC? When do those elections take place?
- Moisture issues follow up – did anything happen to address them since the shut down?

4. Marketing + Communications + Newsletter

- Revamp website + social media
 - Discuss Facebook Group idea
- Revamp monthly newsletter
- Post Agendas + Minutes

5. Adjournment



July 6, 2020

Hello STEM families!

We hope your family is enjoying your summer break. The FOS board has begun looking forward to next year and would like to take a few minutes to introduce our new board to you. We begin our two-year tenure amid wild days, filled with uncertainty and unrest. What we do know is that we are firm in our commitment to the STEM community, our amazing and diverse student body, and our hard-working teachers and staff.

As a refresher and for the benefit of families who are new to STEM, we have included the below information on who we are and what we do.

What is Friends of STEM (FOS)?

FOS is a 501(c)3, non-profit organization made up of STEM parents, teachers, and members of the community. We come together for the purpose of supporting STEM Magnet Academy through fundraising, community building and celebrating the diverse experiences found there.

What does Friends of STEM do?

FOS seeks to support the educational, financial, and diverse experiences at STEM Magnet Academy by developing an inclusive and harmonious relationship among school, home, and community. We strive to do this by encouraging and welcoming family involvement through volunteer opportunities and resource support.

How can you become involved with Friends of STEM?

There are many ways to become involved with FOS. In fact, not only do we want your involvement, but we need you. We cannot do what we do without you. It is by pooling our efforts that we can meaningfully contribute to the life of our STEM community, especially in the months ahead as we navigate through circumstances driven by the COVID-19 pandemic.

- Attend a Friends of STEM meeting or event.
- Volunteer your time at a FOS committee or event or as needed to assist the COVID-19 protocols as they are developed.
(Please remember to submit the proper volunteer applications to the STEM office at the beginning of the school year so you are approved by CPS to volunteer at school events.)
- Join FOS's Facebook group ([link here](#)).
- Sign up for our FOS Newsletter to stay in-the-know and how you can help. ([include link](#))
- Find us and like us on social media ([list social media links here](#))
- Support our fundraisers so we can support our school.
- Visit our website at www.friendsofstem.wordpress.com and feed our suggestion box with your awesome ideas for FOS events, activities, or just plain old improvements. We like compliments to grow our spirit. We welcome criticism when it is crafted to help us get better.
- Reach out to FOS via email at friendsofstem@gmail.com

During these summer months, Friends of STEM and the STEM administration and teachers have begun conversations about ways that we can partner to safely return our kids back into classrooms this fall. While these decisions will ultimately be made by the CPS administration, FOS and the STEM team are looking for ways to plan for the varied scenarios we may be presented with during this next school year.

As the new FOS board begins planning for the 2020-2021 school year, we are asking for your valued input. Not knowing what the next school year will look like yet, we are trying to plan as best we can. We have put together a short survey for parents and guardians of STEM students to complete so we can better understand where STEM families would like to see FOS put our efforts and resources.

Thank you in advance for taking a few minutes to submit your answers to our survey. We so value your input and plan to incorporate your feedback into our planning as much as possible.

Thank you!
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Vacant

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STEM Families Survey

1. How would you prefer to receive information from FOS on meetings, events, volunteering opportunities and fundraisers?
 - a. Social Media
 - b. Emailed newsletters
 - c. Paper newsletters sent home with students

2. What social media do you use to stay informed?
 - a. Facebook
 - b. Twitter
 - c. Instagram
 - d. Other _____

3. What types of FOS organized and run events would you attend? (This is in the future after social distancing restrictions are lifted.) (Check all that apply.)
 - a. Parents Night Out/Mom's Night Out/Dad's Night Out (adults only)
 - b. Friday evening events at STEM (e.g. Movie Night or something similar)
 - c. Weekend event (e.g. Carnival, sporting competition or technology fair, etc.)
 - d. Art Walk in STEM's neighborhood
 - e. Dances (Mom/Son, Dad/Daughter, K-2nd, Middle School)

4. On which types of events would you like to see FOS focus? (Check all that apply.)
 - a. Community/Class Building
 - b. Social Issues
 - c. Art
 - d. Technology/Engineering
 - e. Cultural + Diversity Celebrations
 - f. 8th grade trip

5. In the event that our students do not go back to the classroom this September, do you have suggestions for what FOS can do to assist our students and teachers navigate remote learning?

6. In the event that our students are back in the classroom this September, do you have suggestions for what FOS can do to assist our students, teachers and staff navigate social distancing requirements for the STEM community?

7. In the event that FOS is needed to provide parent volunteers to assist with COVID-19 related protocols to keep our school open and safe, can FOS contact you to help out?
 - a. Yes
 - i. Prompt for name, cell phone, email address, children's name(s) and grades
 - b. No
8. Are you interested in getting more involved with FOS?
 - a. Yes
 - i. Prompt for name, email address, children's name(s) and grades
 - ii. Prompt for some specialized types of volunteer options
 1. Help with communications/social media/newsletter
 2. Help with events committees
 3. Help with school beautification
 - a. Gardens and grounds
 - b. Interior improvements
 - b. No
9. Would you like to be added to FOS' newsletter distribution list?
 - a. Yes
 - i. Prompt for name, email address, children's name(s) and grades if hasn't been recorded already on other part of survey
 - b. No
10. We love feedback! Please share any comments you would like us to know:



July 14, 2020

Hello STEM teachers!

As we fully roll into summer vacation, Friends of STEM is excited to take a few minutes to introduce our new board to you. We begin our two-year tenure amid wild days, filled with uncertainty and unrest. What we do know is that we are firm in our commitment to the STEM community, our diverse student body, and our hard-working teachers and staff.

As the new FOS board begins planning for the 2020-2021 school year, we want to let you know how much we greatly value the hard work you do with our kids and on behalf of the school. Not knowing what the next school year will look like yet, we are trying to plan as best we can. We have put together a short survey for STEM teachers to complete so we can better understand what we can do to better partner with you during the upcoming school year. We appreciate your input and will use it to guide our efforts as best as we can.

Thank you in advance for taking a few minutes to submit your answers to our short survey. ([link here](#))

Thank you!
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STEM Teacher Survey

1. How would you like to receive information from FOS?
 - Email
 - Face-to-face
 - Paper notices in your school mailbox.
 - Other/Suggestion
2. If FOS can stock a room with special supplies for teachers to “check out” for use in their classrooms, what type of inventory could you use? What supplies could you use at the beginning of the year or how much money could you use to sufficiently supply your classroom with incidental supplies?
3. What types of activities would you like to see FOS organize and run that might align with lessons in your classroom?
4. Are you in need of parent volunteers that FOS could organize to assist you in your classroom (for a one-time event or as a recurring event)?
5. We would like to have a teacher representative on our board as liaison between the teaching staff and FOS. Anyone interested? We meet monthly during the school year.
6. FOS would like to discuss the opportunity to do more on our website and/or social media to promote and celebrate the things students are exploring, creating, and achieving in the classroom. Would that be something you would be interested in doing with FOS?
7. FOS welcomes the opportunity to partner with STEM teachers and staff to provide safe avenues for the STEM community to have difficult conversations that current events instigate and inspire. If you have any ideas for what FOS can do to help, please share them with us.
8. FOS welcomes feedback and suggestions. Please feel free to leave a comment here: