

**BRENT ELEMENTARY**  
Local School Advisory Team (LSAT)  
December 2017 Meeting Minutes

---

A meeting of the Brent Elementary LSAT was held on 12/6/17 in a Brent Elementary meeting room. Brent Elementary is located at 301 North Carolina Ave, SE, Washington DC. The meeting began at 6:35 p.m.

Members Present: Norah Lycknell, Sarah Isaacson, Catherine Bisanz, Erin Kelly, Chrisanne Gayl, Jean Blackerby, Sara Ewbank, Sarah Carr, Zachary Ratzman, Brian Kirrane, Amy Harding-Wright, Melinda Copeland, Kim Taylor Sarah Werstuik

Absent: Yael Meroz

Agenda

**I. Discussion of TuesNews**

- What would people actually read, particularly in terms of the Principal's Note? The following suggestions were offered. Principal's Note should be separated from TuesNews in order to get peoples' attention. Weekly Principal's Notes may be too frequent. Cover what is going on grades/classes – cycle through the classes over the year. Cover field trip needs rather than write-ups. Have students write up items - student comics are big hit.

**II. Leadership Group Updates**

- Faculty Updates: There is an important period of student assessment (reading, math) around this time of year (December- February).
- PTA Board: There was discussion of why annual fund giving drops off in upper grades. Parents in these grades may be more focused on middle schools and/or have children at other schools.
- Diversity Working Group: Rising Tides will conclude its fall session in a few weeks. It has approximately the same number of kids as last year, but a higher percentage of kids are from the target audience. Some kids are always there, and others have relatively poor attendance. There is less competition with other activities in this session. There are lots of volunteer hours from teachers – this is great for relationship building. There will be a celebration at the end of the fall session.

**III. Enrollment Projections**

- Discussion of enrollment projections followed. Enrollment projections are important because they determine the school's budget and what seats are offered in the lottery.

**IV. Longer-Term Enrollment Philosophy**

- Discussion of potential long-term enrollment philosophies for the school followed.

**V. Closing**

The details of all discussions from this meeting must remain with the LSAT.

The meeting concluded at 8:40 p.m. ET.