

BRENT ELEMENTARY
Local School Advisory Team (LSAT)
September Meeting Minutes

A meeting of the Brent Elementary LSAT was held on 9/21/16 at 6:30 p.m. in the Brent Library located at 301 North Carolina Ave, SE, Washington DC.

Present: Peter Young, Sara Ewbank, Julia Sadowsky, Whitney Paxson, Amy Harding Wright, Chrisanne Gayl, Ben Champa, Michael Crawford, Zachary Ratzman, Jennifer Samolyk, Brian Kirrane

Absent: Raphael Kozolchyk

The meeting convened at 6:35 p.m., ET.

Agenda

I. Principal Welcome and Introductions

Principal Young (PY) welcomed members. Each individual present introduced him/herself and said a few words about their interest in serving on the LSAT this school year.

II. Officer Elections

Brian Kirrane indicated that a group of parent members of the LSAT had met a few weeks ago to discuss this year's leadership, at which time he and Michael Crawford had expressed interest in serving in a leadership capacity. After a nomination and a second, all present voted unanimously to elect Brian Kirrane and Michael Crawford as Chair and Vice Chair, respectively, of the LSAT for SY16-17. Chrisanne Gayl was selected as Secretary.

III. Staffing Updates

PY updated the Board on the current number of Teaching Partners (2) due to recent staff changes. Since the start of the school year, 1 TP left and 1 TP became the lead teacher in 4th grade. Ms. Screen who started the year as a TP, was hired as a 4th grade teacher to permanently replace Ms. McCabe who resigned on September 12th. PY indicated that a new TP, Lakiacia Newby, has been hired and will start next week.

The Board discussed the transition of the 4th grade class upon Ms. McCabe's sudden departure and the qualifications of Ms. Screen. PY indicated that a letter was sent home to all parents of students in the affected class explaining the situation and the qualifications of Ms. Screen.

IV. Enrollment Updates

PY indicated that the projected enrollment for the year is currently 404 students. The current 5th grade class has 23 students. The LSAT discussed the possibility of a larger cohort of students remaining at Brent next year for fifth grade and how that may impact future enrollment. PY indicated that it is DCPS policy to have up to 30 students in a class for grades K-5.

PY confirmed that there is a current wait list for inbound students in the early childhood program, and that he is holding one spot open for the DCPS Early Stages program. PY agreed to provide LSAT members with the enrollment numbers per grade and a floor plan of the school prior to the next meeting.

V. Topic Planning for SY16-17 LSAT

Members reviewed and discussed a Table of Topics and Questions that Michael Crawford prepared in advance of the meeting, which identified a range of topics for consideration this year. In particular, there was discussion about assessments, including PARC and other diagnostic tools used at Brent. PY indicated that the recent PARC data showed 61% of students in grades 3-5 at Brent scored proficient in math and English Language Arts (ELA). Sara Ewbank shared a list of assessments used at Brent and agreed to circulate it to the group after the meeting. Michael Crawford/Sara Ewbank agreed to provide some narrative on each assessment item as well.

Michael Crawford proposed creating a subgroup to review assessment data and information prior to the next LSAT meeting to help identify important questions for discussion. He agreed to send out an email outlining the purpose of this subgroup for people to consider joining. Initial discussion revealed that Sara Ewbank, Whitney Paxson, and Chrisanne Gayl are interested in participating.

VI. Open Discussion

There was discussion about who would fill the community member spot on the LSAT. Zachary Ratzman confirmed in the LSAT guidelines that the community member must be a resident of the local school's boundary. Brian Kirrane agreed to post a notice on the Brent Listserv asking for possible volunteers. LSAT members will also reach out to potential candidates.

Chrisanne Gayl agreed to draft a notice for the Brent Tues News about the role of the LSAT and how to access the minutes from each meeting, which will be posted on the LSAT page of the Brent web site.

VII. Plan for Next Meeting

The LSAT agreed to discuss assessment and enrollment issues at the next meeting on October 19th.

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

Post-Meeting Action Items:

- PY to provide LSAT with enrollment numbers per grade and a floor plan of the school
- Michael Crawford/Sara Ewbank to disseminate narrative information about each assessment
- Michael Crawford to send out email outlining purpose of the Assessment subgroup
- Assessment Subgroup to meet and identify relevant topics for discussion at the October meeting
- Brian Kirrane to post on the Brent Listserv asking for possible community member volunteers
- Chrisanne Gayl to draft notice in Tues News about the role of the LSAT and how to access minutes
- Brian Kirrane to update information on the Brent LSAT web page

DRAFT