

## **SHEPHERD ELEMENTARY SCHOOL**

### **Minutes of Local School Advisory Team meeting of OCTOBER 24, 2013**

**Present:** Kesha Pendergrast (parent representative), chair; Mark Pattison (parent representative), secretary; parent representatives: Kamilah Martin-Proctor, Keith White; community representative: Carl Bergman; plus principal Jamie Miles by conference call.

**Excused:** Nicole Pethtel, teacher representative.

**Absent:** Sherilyn Pruitt, PTA representative; Tia Holt, Washington Teachers Union representative; Robin George, Elizabeth Guldin, Renee Hamer, teacher representatives; Robyn Brooks, staff representative.

Work continued on examining responses to the LSAT survey.

#### **Question 3: Culture and Climate: Please describe your perspective of Shepherd's current culture and climate.**

The key is that it should be thought of as cool to get involved. Should we be general, or specific? Suggest both. Start one way and then go the other. Find some way for parents to make a contribution. ... Ask parents to invite other parents out to dinner. ... How can you volunteer? Parents need to have a variety of ways to volunteer. ... Is the file folder used in the LSAT's Google Group listserv? No; it's used mainly for email. ... We could personally reach out to parents. ... Devise a parent "buddy system" pairing incoming parents with veteran parents. The principal tries that in past year, but only six or seven parents said they'd do it. .. This year's example: ask a veteran parent to have a get-together with the family of a new student from out of the country; this worked well. ... Another tactic: college-style roommate assignments to bring parents and families together. ... We must explain why we find culture and climate linked to achievement. White said he would either find some Web-based resources on volunteering, or write something himself based on his research.

#### **Question 4: Culture and Climate: Please describe your vision for Shepherd's culture and climate.**

All was OK with numbers 1-3.

#### **Question 5: Culture and Climate: Please list at least three key activities for the LSAT to consider for improving Shepherd's culture and climate.**

Cultural Arts Night was seen as one way to build community, but it needs better planning, promotion, and a better time of the year. ... One way to bring the community would be with an open house once the "ground floor" renovations are done. ... Pendergrast said she would start work on a communications plan, and identify contacts. ... Mr. Burges first Fitness Friday didn't draw a big crowd, but the intent is promising. ... One parent is interesting in leading hand-dance classes. ... It may be time for parents to get out the clipboards and ask parents to sign up for certain volunteer activities.. ... There used to be a contract at charters and private schools to get parent commitment. A similar approach has been tried at Shepherd in past years. Can it be sent to the LSAT? ... If the school is building an academics-first culture while integrating social and emotional well-being, are extracurricular activities worth the time and effort devoted to them? Pattison to compile a list of such activities to see how much (or little) they mesh with the school's mission.

**Question 6: Parental Engagement: Please list three reasons why you believe why you believe parent engagement is low at Shepherd?**

Many answers on question 6 are similar to those from earlier questions. It's either redundancy, or the emergence of themes from the survey. ... Where do our students come from? We can already find online our in-boundary/out-of-boundary percentages. How many of our students hail from various zip codes, including 20012. Miles said she would ask Brooks to compile a list for the LSAT; Miles returns to the school Nov. 4, although not working every day and not as full a day. ... At Christian Family Montessori School, they pair off families, "Meet the families in your neighborhood." ... Can parents do things behind the scenes and not out front?

**Question 7: Parent Engagement: Please list at least three key activities for the LSAT to consider for improving parental engagement.**

Examples of events that build community are the first day of school, Fall Fest, the cookout. ... Shepherd gear as prizes. Deal zip-up hoodies seem to be everywhere? Could we convince the PTA to purchase some? And could we convince the principal to offer more "Shepherd Wear" days in lieu of uniforms? ... Another idea: "Bet You Didn't Know" to tell the school about parents, students and staff's hobbies, achievements and other noteworthy details. ... We could profile teachers and staff. ... We could have a Hobby Fair night ... Pattison to write an invitation to "Bet You didn't Know" for the Mustang. ... A sidewalk fair – another clipboard opportunity? Pattison said he would approach Pruitt on this. ... Do we check the calendars now? ... Parent orientation: for new, grade-level parents, had before the school year starts. ... A school directory had been touted, although it's a daunting task to get parents to OK the use of addresses, phone numbers and email accounts. Some companies will do this for you free and collect ad sales as their fee. ... A photo directory can work in the same manner. Parents and families pose, and they may choose to buy copies of the photos for the directory, which provides the directory company with its revenue.

**Question 8: Please provide any other thoughts to support the four key priorities this school year.**

How do we measure our success as an LSAT? Through follow-up/follow-through (FUFT)? Once we identify priorities, we review them to see if we're getting there. A year-end assessment will help fulfill the measurement part of it. ... It's hardest to reach out to dropoff and carpool parents, since they stay in their cars all the time. ... There had been talk of getting the Shepherd Park Citizens Association's address labels to do fundraising, or a newsletter mailing. Another approach would be to publish a four-page insert as part of the Shepherd Park News and pay for our share of the printing and mailing.

**Action items**

*Kesha:* Calendar, communications plan

*Keith:* Parental involvement plan

*Sherilyn:* Room parents plus buddy up with new parents

*Mark:* Essential vs. nonessential, "Bet You Didn't Know"

*Jamie/Robyn:* Zip code breakdown of students, orientation

Respectfully submitted,  
Mark Pattison, LSAT secretary