

# Shepherd Elementary School LSAT Meeting Minutes

November 20, 2024

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## Agenda

- Final Review of Comprehensive School Plan (CSP) and Data
- Review of the projections for next year
- Discussion of potential space, budget and other needs
- IB Evaluation
- Shepherd Early Readers Program

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## Action Items

- Review Panorama student survey fall data in December meeting
- Principal Russell to look into projections for 1<sup>st</sup> grade class from SY24-25 and actual enrollment numbers and report back.
- CSP plan will be signed and submitted to DCPS
- Early Reading Program status will be communicated once notice is given by DCPS.
- Next meeting will be held on December 18, 4-5pm. Send agenda items to Ms. Pereira and Ms. Snyder

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## Notes

### Comprehensive School Plan (CSP) Review

- Beginning of Year (BOY) data report out by school administration and academic leadership team
  - o iReady Reading K-5 – School is at 39% proficient overall. On grade level is 62% overall, 32% one grade level below, and 7% two or more grades below. Data are available by grade level on slides.
    - Subgroup breakdown (% proficient) – Asian - 60%, Black - 51%, Two or one races - 75%, White - 71 %
  - o iReady Math K-5 – School is 49% proficient overall, 43% one grade level, 8% two or more grade level below. Data are available by grade level on slides.

- Subgroup breakdown (% proficient) – Asian - 20%, Black - 33%, Two or more races - 70%, White - 62%)
- CSP Review
  - o Plan has three priorities this year aligned with DCPS Chancellor next 5-year goals: succeeding academically, connected to schools and prepared for what's next
  - o Shepherd's CSP is focused on the largest gap which is Black student scores in literacy and math.
    - Literacy: District wide goal is 57% for PARCC data focusing on Black students and raising score to level 4 (on grade) and 5 (above grade). Baseline score is 81% but goal is to increase 87%.
    - Math: School surpassed District goal but have a 20% difference in PARCC for subgroups. Goal to increase level 4 and 5 scores from 10% to 56%.
  - o As math is a District priority, we started following Kindergarten, 3<sup>rd</sup> and 6<sup>th</sup> grade cohort last year (currently are in 1<sup>st</sup> and 4<sup>th</sup> grade)
    - Growth goal is 65% proficient for Black students (currently 6% for 1<sup>st</sup> and at 18% for 4<sup>th</sup> grades) by end of year.
    - Kindergarten, 2nd, 3rd and 5th grade growth goal is 65% for Black students (currently at 11%).
    - We're one of the strongest schools in our cluster so goal is to look at subset based on data.
  - o Connected to school survey results on school culture (Panorama survey data from spring 2024)
    - Sense of belonging for students – improving routines and procedures and making sure they are consistent (scored a 3.0 and District average is a 4.0)
    - Students feeling respected by peers and staff (52% reported). Goal is to increase scores to 80%.
    - Survey was sent in the fall and will be sent again in the spring.  
**Survey data will be ready for December LSAT meeting.**
  - o Preparing for what's next
    - District goal on how many students graduate from high school. Our DCPS cluster goal is to focus on PreK teachers and students with implementation fidelity with DCPS Building Blocks curriculum.
    - In ECE, increase CLASS scores in Instructional Supports (teaching behaviors – emotional support, classroom organization and instructional support). Instructional Support is currently at 3.10 (target is 4.0). Highest score you can get is 7.
    - Teach Zone organization visits school in spring to assess school including all four ECE classrooms. School has instructional coach to teach Building Blocks concepts.

Projections for Next School Year

- Last school year ended with 395 students, which met and surpassed district goal of 385. At 400 students enrolled, you get additional budget from DCPS. We are at 397 students added in PreK through early stages students.
- Projecting 409 students next year with 30 PreK3 students.
- Will have three 5<sup>th</sup>, 2<sup>nd</sup>, 1<sup>st</sup> and Kindergarten grade classes next year. Anticipating we will hire one 2<sup>nd</sup> grade teacher.
- Projected growth for special education (growth of 14 students); ECE and K-2 and 2-5th CES special education classes. Numbers include children who are integrated in classrooms.
- ECE CES room has seven kids in all but one student will matriculate to Kindergarten-2 CES. We have four 2<sup>nd</sup> graders in CES. Only one student will matriculate out of Shepherd Elementary School after this school year. Student capacity on the rooms are 8 to 9 students but could go 10 to 11 students as we have space. As of now our ECE CES room will have one student but will likely get more students added when notifications are sent to families in March or April (District makes decisions on CES classrooms).
- Multi-lingual learners (MLL) are included in the numbers. Current roster is 17 students.
- We look at waitlist and in boundary students to determine enrollment projections.
- DC school lottery opens December 16 and closes in March.
- Principal Russell to look into projections for 1<sup>st</sup> grade class from SY24-25 and actual enrollment numbers. We need to get to 27 students for this grade level in order to petition for additional teacher.
- Table other needs that come from CSP process

### IB Evaluation

- This is our evaluation year and we passed the first phase which is called a documentation phase. Now in self-study phase that will include a reflection survey for parents will release in early December and close on December 13.
- Evaluation date is February 26 and 27. We need help hosting the evaluators that are not from this area and will be here for 2 days, which will include creating a welcoming space for them and could include a welcome basket with Shepherd swag with snacks, and student thank you cards. One parent interview will occur along with teachers, students. **Recruitment for parents has been started by the PTO and will continue in January to participate in the evaluation interviews.**
- In January, we'll need support with focus groups. Ms. Alvarez to reach out to parents, LSAT member and PTO. The evaluation period is from the past 5 years.

### Shepherd Early Reading Program

- This 15 year program has not started that typically kicks off in October and is led by community volunteers from the neighborhood. Members of this program have asked about starting but haven't heard back. There are questions about the volunteers being defined as a group that would require liability insurance.

- All groups that come in need an agreement with DCPS. We shared concerns with DCPS partnership and are waiting for guidance from the DCPS Office of the General Counsel. Once we hear back then we can move forward with starting the program.
- Ms. Sharona Robinson is new DCPS central office rep has been in conversation with partnerships team and a status update should be sent by the end of the week. Discussion to proceed with setting up program and recruiting students. Volunteers have to go through a clearance process.
- Could potentially explore the PTO hosting the program and signups.

Next meeting:

- December 18, 4-5pm
- Send agenda items to Ms. Pereira and Ms. Snyder