



Shepherd Elementary LSAT Meeting

November 19, 2025



AGENDA

- Review of Beginning of 2025-2026 Enrollment Projections
- Shepherd Elementary School Drop-Off Safety Plan-- DRAFT

Overall Enrollment Number Projections

Enrollment Projections for Special Education

Enrollment Projections for Multilingual Learners

Enrollment Projections for At-Risk Students

School Safety Plan

Current Safety Concern

Our current drop-off procedures between **8:20 AM and 8:50 AM** have led to a few consistent and growing concerns:

- Some vehicles **linger in the designated drop-off lane**, slowing traffic and creating congestion.
- Other vehicles **double-park beside them**, which forces children to cross between cars to reach the sidewalk.
- This creates an **unsafe environment** for our students and increases the risk of injury.

Due to staffing responsibilities inside the building during arrival, Shepherd Elementary staff are **unable to assign school personnel to manage the drop off lane** during this window. However, **we believe our parent and community network can be a powerful force in keeping our students safe.**

School Safety Plan

Proposed Solutions

We are proposing the launch of a **Drop-Off Safety Adult Volunteer Program**, and we'd love your feedback and participation.

Request to Councilperson Lewis-George to make 14th Street between Kalmai and Joquil one way from 8-9am on school days.

- Work with Council person Lewis-George's office to facilitate the request for traffic modification
- Assess the feasibility of creating a one-way street during the peak drop-off hours and if approved, get a timeline for implementation.

School Safety Plan

Proposed Plan: Parent & Community Adult Volunteer Team

- Recruit a team of **morning drop-off volunteers** to assist from **8:20–8:50 AM** on school days.
- Volunteers would wear **safety vests** and be trained in **basic traffic flow guidelines and student safety protocols**.
- Responsibilities would include:
 - Encouraging vehicles to keep moving.
 - Assisting students exiting vehicles safely on the curb side and walking them into school.
 - Redirecting double-parkers and preventing unsafe crossings.
 - Being a visible, positive presence.

School Safety Plan

Next Step: 5th Grade Safety Ambassador Program

- Once we have our **safety routines down**, we plan to **engage our student community**.
- Select responsible 5th grade students to serve as [Safety Ambassadors](#), paired with adult volunteers.
- These students could help greet younger students, open car doors, and assist in maintaining safe walking paths.
- Participation would rotate weekly, and students would undergo **simple safety training**.

School Safety Plan

Making Change that Lasts: “Drop and Go” Campaign

- In parallel with volunteer support, we would launch a communication campaign promoting a “**Drop and Go**” philosophy.
- This campaign would encourage:
 - Parents to **stay in their vehicles**.
 - Quick and efficient drop-offs.
 - Use of the **designated lane only**.
- There will be:
 - Signage around the drop-off zone.
 - Informational flyers and email reminders.
 - Safety training at Shepherd and free background checks for all community members interested.

School Safety Plan

Next Steps

We are looking for:

- **Volunteers** to help us safely launch and maintain this initiative.
- **Feedback** from parents and guardians on the above plan.
- **Suggestions** for safety materials or support we can provide to volunteers and students.

If you are interested in volunteering or offering input, please email info@shepherd-elementary.org

We believe that with the support of our community, we can **significantly improve the safety and efficiency** of morning drop-off. Thank you for your partnership and commitment to the well-being of all students.

NEXT LSAT MEETING: December 17 3:45-4:45pm

We are **CURIOUS**

We are **ENTHUSIASTIC**

We are **SHEPHERD ELEMENTARY**

Questions or agenda items for our next meeting, please email either

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