Shepherd Elementary School LSAT Meeting Minutes

Meeting time: October 21, 2026 4:03–4:40 p.m.

Welcome and LSAT overview

The meeting began at 4:03 p.m. Members recognized Dr. Hooks during Principal Appreciation Month and expressed appreciation for the school's growth.

Stephanie Arias and Sharona Robinson from the DCPS Office of External Affairs presented on the role of the Local School Advisory Team (LSAT).

Principal's update

Dr. Hooks announced a suicide prevention event on Friday, October 23, at 8:50 a.m., followed by the Celebration of Learning at 9:15 a.m. Families will be able to visit classrooms and see what students have learned during the quarter. The Book-o-Ween schedule is available in the family newsletter.

Dr. Hooks reviewed the Comprehensive School Plan (CSP), the data informing the plan, and supports available to students. Assistant Principal Miles discussed the Multi-Tiered System of Supports (MTSS).

Discussion and questions

Reading assessments. Asked about differences between DIBELS and i-Ready results, school leaders explained that both are indicators of early reading development but provide different data points. The measures should not be compared directly; staff use both to triangulate information and better understand students' needs.

CSP goals and data. Dr. Hooks said the school will continue sharing data used to develop the CSP and progress toward its goals. The plan sets end-of-year (EOY) goals, but not beginning-of-year (BOY) goals. Participants also discussed instructional coaches and the school's instructional leadership team.

DC CAPE science assessments. Results were not yet available to share.

Homework and instruction. Homework may differ across classrooms and grade levels. Students should have access to the same grade-level instruction, although teachers may

use different instructional approaches. Families with questions should contact their teachers.

Student supports and Early Readers. School staff are reviewing BOY scores to identify students who would benefit most from Early Readers. The program is intended for students who would benefit from being read to, rather than those requiring more intensive phonics support. A start date has not been finalized, but school leaders expect the program to begin soon.

Multilingual learner staffing. Allocations for multilingual learner (MLL) support are based on the number of students and required service hours. The school expects to revisit staffing needs later in the year as part of budget planning.

Technology use. Dr. Hooks said the school continues to follow DCPS screen-time guidance and that administrators monitor implementation. Families with concerns may contact teachers or school administration. School leaders have no reason to believe the protocols are not being followed.

School safety. In response to questions about recent incidents at schools elsewhere, Dr. Hooks explained that school doors lock when closed and require a key or fob to enter. Staff are trained in emergency procedures, but specific protocols are not disclosed publicly for security reasons. The school has an emergency response plan and coordinates with local first responders.

Emergency notifications. Depending on the incident, families may receive updates through Blackboard while an event is underway. Staff would not call parents individually during an incident, and families should not assume that a notification from school administration will arrive immediately.

Announcements and closing

Members thanked the Fall Fest organizers for their work on the event and encouraged many more families to sign up for morning Kiss and Ride duty.

The meeting adjourned at 4:40 p.m.