

**Miner Elementary School LSAT**  
LSAT Meeting: January 21, 2020 - 5:00 pm  
**Meeting Minutes**

*The meeting came to order at 5:05pm.*

**Introductions:**

The following members were present:

- Tammy Alexander
- LaToya McCarthy-Scott
- LaShawn Oliver
- Sara Saxton
- Bernadette Wittschen
- Julie Muir
- Ms. Pitoniak
- Mr. Yoho
- Ms. Coles
- Ms. Luttmer

**PTO Check In:**

- Movie night date is TBD – we plan to discuss at upcoming PTO Leadership Team meeting
- Yard Sale is March 21; on March 20 (PD day) teachers will be able to walk through and pick out any items they can use in their classrooms for free (they may also purchase items that day for personal use). Volunteers are needed.

**Discussion: Budget Prep:**

- Staffing
  - School leadership (Principal , AP)
  - ECE (8 teachers, 8 aides)
    - Headstart grant funded the following in addition to above staffing:
      - 3 floating aides
      - .5 ECE coach
      - .5 Family Services Coordinator
      - Health and safety supplies
      - Lakeshore orders
    - Loss of Headstart grant likely; therefore all of the above (other than staffing of 8 teachers and aides) will now be covered by DCPS budget allocation for SY20-21
    - If Headstart budget goes away, so do Headstart rules for staffing
  - K-5:
    - 3 K teachers
    - 2 teachers for each grade 1<sup>st</sup>-5<sup>th</sup>
    - 5 aides (3 for K plus 2 floating)
  - Special Education (likely will need 2 additional teachers based on caseload):
    - 3 ELS (2 self-contained)
    - 3 inclusion/resource
    - 1 ILS (self-contained)
    - 5 aides
  - English Language Learners: 1
    - Next year we can probably drop to .5
    - Whatever DCPS gives us, we get (we can't reduce even if need is less)
  - Related Arts
    - 2 PE; 1 art; 1 music; 1 world language (Spanish)
    - No expectation for this to change
  - Schoolwide Instructional Support
    - 1 math coach
    - 1 ELA coach

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- .5 librarian/media specialist
- Social Emotional Support
  - .5 psychologist (we are projected to gain 20 SPED students wo we do need full-time psychologist)
  - 2 social workers
  - 2 In-School Suspension Coordinators
  - 1 aide (who basically works as a coordinator for K-2)
  - Discussion: Has climate & culture improved over the years?
    - In general, student and parent relationships with teachers are better
    - ECE relationships are thriving
    - Things are a lot more functional now
    - Referrals and suspensions are down, particularly in previous high-referral cohorts
    - Discipline problems seemed low 2 years ago; las year was a rough year, but this year things are leveling off (certain cohorts need support to stay with them until they leave Miner)
    - It may make sense to have a more regular aide for the cohort (currently there are only 2 aides for 1<sup>st</sup> and 2<sup>nd</sup> grades)
- Administrative: 1 business manager, 1 CSL, 1 ASL
  - This was a 5 person team in the past; it's now 3
  - Additional office support, especially for late arrivals and early pick ups, would be helpful as these 2 times are tough and because of that we aren't able to provide the customer service we want
  - Can security guards issue late passes as they do in some schools? This is not the norm so not likely.
- Custodial Staff – some cleanliness issues and DGS issues this year
  - 1 foreman
  - 1 RW5
  - 2 RW3 (RW3s cannot close, but one of ours is allowed to as he was grandfathered in)
- After-school Staff: 13
  - This does not include Apollo, The Fishing School, or YOUR
- Non-Personnel Spending: \$185,468
  - Includes \$60,000 for security that DCPS funded
- Budget changes: outside funded items via grants or other funding:
  - Literacy lab
  - Community School Coordinator
  - DBH clinician
  - MBI clinician
- Potential modification to current 3-5 model
  - Team recommendation: remove 3<sup>rd</sup> from the model and use it only for 4-5 (this is a budget neutral change) – plan is to implement this *if scheduling permits*
  - Second choice: a modification to the current plan with a full-time science teacher (this would require us to budget for a science teacher)
  - Third (last) choice: return to the previous model but enforce teaching of social studies and science (with teacher discipline if these subjects are not being taught)

**Updates from Previous Meetings, Previous Agendas, or Questions:**

- 3-5 math position has been filled
- Now we need to fill the floating aide position, but as it has an end date with no guarantee for contract renewal next year, this is proving to be difficult

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**LSAT Business:**

- Community Representative(s) needs to be elected

**Planning/Key Topics for February Meeting:**

- Next meeting is the budget meeting and is scheduled for either February 11 or 26, 2020\*

*Meeting adjourned at 6:45pm.*

*\*Please note that since the January LSAT meeting occurred, the budget release date has changed and it is now likely that our next meeting will be either February 5 or 6 at 5:00pm, with our budget due to DCPS by February 7. Chairs Saxton and Yoho will update us with a meeting time.*