

**Miner Elementary School LSAT**  
LSAT Meeting: September 14, 2021 - 5:00 pm  
**Meeting Minutes**

*The meeting came to order at 5:02pm. The meeting was conducted via Zoom.*

**Introductions:**

- Welcome Principal Angry!
- The following members were present:
  - Parent Representatives
    - Andrea Jones (K parent)
    - Allison Mitchell (PK4 parent)
    - David Treat (4<sup>th</sup> and 1<sup>st</sup> parent) – Co-Chair
  - Parent Organization Representative – Julie Muir (2<sup>nd</sup> and K parent)
  - Teacher Representatives
    - Ms. Hillenbrand (STEM)
    - Ms. Jones (ECE)
    - Mr. Yoho (K) – Co-Chair
  - WTU Representative: Mr. Martin (2<sup>nd</sup>)
  - Staff Representative: Ms. Charlene Stapleton (Business Manager)
- Thank you to our DCPS Cluster 4 Community Action Team Leader Bijan Verlin for attending!
- Norms:
  - Start/end on time
  - Assume best intentions
  - Equity of voice
  - Low tech/high engagement
  - Solutions oriented
  - Confidentiality for closed meetings
  - Students first
  - Respect of differing views
  - Transparency
  - Participation/commitment
- Expectations:
  - What do we do, why are we here?
  - Principal Angry: LSAT is a group of advisors who must understand that she has to make the hard decisions so we should be open-minded, put students first, and provide diversity of thought. She is looking for LSAT to help provide her with a “thought partner.”
  - Be sure to see the DCPS LSAT guidelines (and more) on the DCPS LSAT page at <https://dcps.dc.gov/page/local-school-advisory-teams-lsat>
- Set meeting dates/time: 3<sup>rd</sup> Tuesday of the month from 5-6:30pm. Dates are as follows (and can be found on the Miner calendar):
  - October 19
  - November 16
  - December 21
  - January 18
  - February 15 – this date is tentative as the February meeting is dependent on when the budget is released (this meeting typically goes long)
  - March 15
  - April 19
  - May 17
  - June 21 – this will be after LSAT Parent Representative elections for 2022-23, though the term of the current Representatives does not end until June 30, 2022; newly elected Representatives will be encouraged to attend

**Finalize Membership:**

- Election of Co-Chairs: David Treat and Mr. Yoho
- Election of Secretary: Julie Muir

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- Nominations for Community Representatives: Nikki Wiggins (Christ City Church) and Monica Woodson\* (Edgewood/Brookland).
  - *\*Post-meeting it was determined that Ms. Woodson will continue to serve as a member of Miner's Leadership Team and therefore will not be eligible to serve as LSAT Community Representative*
- Open Teacher seat: WTU/SCAC will hold elections for this position soon (all Miner teachers may run/vote)

**COVID Planning:**

- Any sick student goes to nurse; if nurse determines student to be showing COVID symptoms the student is sent to the isolation room. At that point parents/guardians are contacted for permission to test. Student cannot return to school without a negative test.
  - If test is negative, student may return and community is not informed as there is no COVID case to report
  - If test is positive, DCPS will provide instruction on how/who/when Principal Angry contacts the community (including contact tracing, determining who may need to quarantine, etc)
  - Random asymptomatic testing has begun and will occur on Thursdays. 10% of the students who have not opted out will be tested. Parents of students who were tested will be informed and will receive information on how to find test results (generally available in 6-12 hours). If a student tests positive, DCPS will provide how/who/when Principal Angry contacts the community (including contact tracing, determining who may need to quarantine, etc)
  - Thus far, there have been zero positive tests at Miner (including from students with symptoms in isolation and randomly selected students)
- Quarantine:
  - If a whole class is in quarantine, the students will still learn virtually if their teacher is able to teach
  - If a teacher is ill and is unable to teach while a whole class is in quarantine, or if only a few students are in quarantine, students will continue with asynchronous learning
  - Students will not be suspended/counted absent if they have to quarantine due to COVID
- Miner has water jugs/stations set up around the school and cups are available. Some grades have received reusable water bottles.

**Technology Update:**

- Ms. Offor is Miner's technology coordinator
- Student devices:
  - We are currently waiting on new devices from DCPS
  - We are still waiting for some devices to be returned by students who used them during virtual learning last year (both DCPS devices and PTO Chromebooks)
  - Some returned DCPS devices are broken beyond warranty
  - Ratio for 3<sup>rd</sup>—5<sup>th</sup> is supposed to be 1:1 but currently we only have 20 devices for 5<sup>th</sup>, 20 devices for 4<sup>th</sup>, and 10 devices for 3<sup>rd</sup>.
  - Ratio for PK—2<sup>nd</sup> is supposed to be 3:1 but we are not there
  - The devices that we are supposed to receive from DCPS to ensure the 1:1 and 3:1 ratios are new devices.
  - Principal Angry will provide updates as tech comes in
  - There is still a school need for PTO Chromebooks, so the PTO will refurbish what they have and provide to the school for distribution (school will decide where they go)
- Teachers have received devices but support staff still is in need
- Non-computer devices:
  - DCPS says Miner is due for SmartBoards. There was a building walk-through earlier in the calendar year; Principal Angry will follow up.

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- There are small items such as document cameras and power cords that PTO can help purchase
- Suggestion: create a strategic technology plan:
  - What will we do with technology?
  - What technology do we already have?
  - What technology do we need?
    - What will DCPS provide?
    - What can PTO provide?
- Suggestion: create a technology committee (this was in place approximately 5 years ago)

**Comprehensive School Plan (CSP):**

- Definition: an overall plan in which we set goals for our school culture, in addition to establishing steps needed to achieve those goals (goals can include any school issues such as SPED improvements, bridging achievement gap, etc)
- Final draft of CSP due 9/17/21 – Cluster 4 Instructional Superintendent Shawn Stover has been working with Principal Angry; she will follow up with him to find out if Miner received an extension
- Does LSAT get to help create CSP or do we just advise on it? Per LSAT guidelines we should be involved in implementation but that hasn't really ever happened. Hope is to play a role this Spring in creation of next year's CSP.
- Other areas of focus suggested: ensuring excellence, ensuring equity, and customer service (as recommended by Equity Team last year)

**Communications:**

- Parents should have heard from teachers by now, but that doesn't seem to be the case across the board
- Some parents don't have contact info for their teachers; some teachers don't have contact info for their parents
- Communications will be a large portion of discussion at Back to School Night (9/16/21)
- Concerns about use of Class Dojo for communications (as opposed to Remind App)
- Principal Angry will share the news of AP Lee's departure
- Does Principal Angry have the support she needs? We all need to work together as a team this year!

**Equity Team Update:**

- We will find out on 9/30/16 if we have funding for an additional year of Kindred (the organization that worked with Miner for the last 3 years to help us have discussions about race, equity, and inclusion – this led to the creation of our Equity Team)
- Azeb Kinder will be working with staff on equity issues/teambuilding
- We hope to have dialogue groups run by Kindred this year (if funding is available, see above)
- Equity Team co-facilitators are Latoya McCarthy-Scott and Amy Treat
- To join the Equity Team, visit the website at <https://www.minerelementary.org/equity-team.html> or email [minerequityteam@gmail.com](mailto:minerequityteam@gmail.com)

**PTO Update:**

- First meeting is September 21 at 6pm – please join us!

**Next Meeting:** October 19 at 5pm.

*Meeting adjourned at 6:36pm.*