

## LSAT Committee Meeting

**Date:** September 12, 2023

**Scheduled Time:** 3:30pm

**Meeting Start Time:** 3:37pm

**Facilitator:** Kassekert (Chair)

**Member Attendance:** Craig, Dr. White, Venzant (Secretary), Dr. Little

**Staff Attendance:** Riddick, Coble, Daniel, Mullins, Morado, Evans, Edgecomb

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### Points of Discussion

#### I. Roster

- a. We need more members in LSAT (students, families, community members)
- b. Ideally, we would have between 12-15 LSAT members (including Spanish-speakers)

#### II. New Business

##### a. CSP Review

- i. Goals were selected based on the previous percentages and numbers in those areas.
- ii. Academic goals were district requirements and were not flexible.
- iii. LSAT requested that overarching vision, programs, and priorities be posted throughout the building.
- iv. LSAT requested that the PD budget opportunities and procedures to request external PDs made available to staff.

##### b. Engagement

- i. Opportunity Week will include a half day schedule. Administration is open to changing the schedule for this school year.
- ii. Administration is working to form a committee for OW.
- iii. The first OW will be from October 23-27<sup>th</sup>

##### c. Culture of Achievement

- i. Current ISA: 47.32%
- ii. 128" average number of students entering the building between 8am- 4pm
- iii. 20+: average number of students entering the building between 4pm-8pm
- iv. 66: # of students enrolled in the RSTAY virtual academy
- v. 33: average attendance for the virtual academy
- vi. 38: # of students enrolled in ECE
- vii. 7: # of students enrolled in Mass Media
- viii. 65: # of students enrolled in Barbering
- ix. 56: # of students enrolled in Cosmetology
- x. 21: # of students enrolled in ELL
- xi. 20: # of Comp PI
- xii. We will not withdraw students until after count day (October 5, 2023).

- xiii. School Improvement Plan determined targeted attendance percentage.
  - xiv. There is an average number of 400+ students that we need to get into the building so that our budget is not impacted for SY 24-25.
- d. Academics
- i. Admin noted that OAs are working to be measured beyond PARCC assessments.
  - ii. Enrollment Caps on classes
    - 1. Status of the HVAC program: teacher is going through on-boarding
    - 2. There is a cap and waitlist for barbering and cosmetology.
    - 3. There is no cap on PI classes, but admin is open to a conversation. It was noted that many students who are in PI do not meet all the requirements needing PI.
  - iii. Pre-requisites
    - 1. CTE programs do not have pre-requisites
    - 2. LSAT requested that a conversation occur regarding support and testing given to students before entering CTE classes to better achieve current CSP goals.
  - iv. Scheduling Guidance
    - 1. Is there written scheduling guidance for students, particularly ELL students? If so, can that guidance be shared? ELL, SPED, PI classes have scheduling guidance. Follow up will occur regarding access. ELL schedules are reviewed by admin.
    - 2. Is there any schedule review process? Admin has been working with counseling to complete transcript audit to review scheduling.
  - v. Sheltered Classes
    - 1. Enrollment numbers for sheltered classes are low.
    - 2. Admin acknowledges that current systems are not effective in placing students in class but are working to make this process more effective.

### III. Recurring Business

- a. Budget
  - i. How much is remaining to be spent by 9/15?
    - 1. \$10,000 furniture
    - 2. \$3,500 Professional Services
    - 3. P-Card money will be cut off on September 20. No reactivation date has been made available.
    - 4. If we do not spend it, it comes back to the next semester.
    - 5. Reimbursements or requestions are not able to be submitted.
    - 6. ESSER money is accounted for, and PO has been created for it.
- b. Hiring
  - i. What positions are currently open? Virtual History, Aide, re-programed TLI to a SPED position, 2 custodial positions, 6 WAE positions
  - ii. Internal applicants can apply and be considered for SPED positions.
  - iii. It was acknowledged that SPED needs are as follows: Biology, Environmental, History
  - iv. What positions have or will change from budget season last year?

- v. Do we still have a full-time intervention coach? The current person is over the virtual academy and Roosevelt STAY.
- c. Operations
  - i. The elevator, basketball hoops, windows, and fire door are ongoing projects.
  - ii. Entrance and exit doors are not lacking.
  - iii. Waiting on Smartboards for classrooms.
  - iv. Waiting for equipment to acquire medical professional
- d. Partnerships
  - i. Are there any current partnerships that we should be aware of? There is a partnership for HVAC, UDC
  - ii. Are there any partnerships that we should be pursuing? None
- e. Advocacy
  - i. Revisit childcare and name change
- f. Calendar
  - i. Art All Night (September 29<sup>th</sup>)
- g. Admin Premium
  - i. Admin Premium (\$60/hr) is available for staff members who are willing to work outside of Tour of Duty to contact students who have not shown up for school. Ms. Coble should be seen for more details.

**IV. Next Steps**

- a. Determine the number of enrolled students and registered students
- b. Continued conversation regarding PI enrollment cap
- c. Continued conversation regarding pre-requisites for CTE courses
- d. Develop a list of students that fit into each category of CSP that are student-centered (admin noted that this could be made available by October staff meeting)
- e. Continued conversation of intervention program at RSTAY
- f. Revisit childcare and name change

**V. Meeting Adjourned: 4:44pm**