



Capitol Hill Cluster School  
*Where Every Child Achieves*  
Peabody | Watkins | Stuart-Hobson | A DC Public School

**LSAT Meeting Minutes**  
**Stuart Hobson**  
**June 5, 2018**

**Attendees:** Ebon McPherson, Allyson Kitchel, Tom Guglielmo, Katherine Moxley, Lona Valmore, Jeff Seltzer, Principal Bell, AP Croft, AP Jackson, Nakisha Winston, Liz O'Donnell, Principal Comeforo, Samah Norquist, Harolyn Brown, Kip Plasted, and Mercedes Seltzer. Incoming LSAT members Finnuala Tessier, Jessica Pannett, and Meg Booth were in attendance. Approximately 3 parents were in attendance.

**Stuart Hobson Principal's Updates - Principal Comeforo**

Enrollment Updates

- Stuart-Hobson is 91% enrolled; the highest middle school enrollment in DC.
- As of June 5th, the incoming 6<sup>th</sup> Grade class includes 49 students from Watkins, 34 students from JO Wilson, 32 students from Ludlow Taylor, 7 students from SWS, and 6 students from Tyler.
  - Principal Comeforo helps encourage feeder-school enrollment by keeping in contact with school leaders via a weekly email.

Staffing Updates

- The following positions have been filled:
  - Assistant Principal – Eric Fraser (former Principal at Anacostia High. Ms. White has a new opportunity)
  - CES Teacher – Ms. Kelley
  - Science Teacher – Ms. Harrington
  - Math Teacher – Mr. Malcolm
  - Elementary Model (6<sup>th</sup> Grade Math and English) – Ms. Dunn
  - Math Teacher – Ms. Brewer
- The following vacancies remain:
  - Psychologist
  - Spanish Teacher
  - Science Teacher
  - Part-Time Custodian (sharing with Watkins)
  - CES Aide

Master Schedule

- Next year's master schedule is still being finalized, in part because students' end of

the year testing data is still being reviewed. This data, along with teacher input and classroom data, helps inform the schedule.

- Stuart-Hobson administrators plan to create as many sections of Pre-AP, accelerated, intervention, or special education co-taught classes as our students need.
- Pre-AP class enrollment can be fluid – if students are accelerating, they can be put into pre-AP classes throughout the year. Conversely, they can drop down if they are having difficulty with the material.

#### SPED Inclusion Classrooms

- In response to a question received about twice exceptional students (those with 504 or IEP but also a high skill-level in some academic courses), Principal Comeforo explained, twice exceptional students will be scheduled on an individual basis with input from students, families, case-managers and teachers.
- In SY 17-18, there were five special education/inclusion teachers. Next year, there will be four. The goal is to have one teacher per grade with the fourth teacher addressing specific topics as needed.

#### Comprehensive School Plan - End of Year Reflections

- CSP End of year data analysis is not yet complete as SH is currently collecting data points in each of our focus areas.
- More detail about that data will be available during LSAT next month and will include: reading, math and RTI/SEL. It will also show the percentage of students making growth in each area.

#### Watkins & Peabody's Principal's Updates - Principal Bell

##### Enrollment Updates

- Enrollment at Peabody is at 87%
- Enrollment at Watkins is also at 87%
- 80% of current families have re-enrolled at Watkins and 51% of current families have re-enrolled at Peabody (but this includes new families - all of PK3 and about 1/4 of PK4 - so the number is expected to be lower).
- Principal Bell did not have the number of current Peabody Kindergarten students enrolling in 1st grade at Watkins. She will provide that information during our next meeting.
- Watkins has extended seats via the lottery for 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> grades.
- Principal Bell is currently in contact with Emerald Becker, DCPS Director of Student Enrollment Initiatives, to strategize how to fill more seats in 4<sup>th</sup> and 5<sup>th</sup> Grade.

##### CSP - End of Year Reflections

- Similar to SH, Watkins and Peabody are gathering end of the year data in several categories and can provide more details about the CSP end of year data analysis once the data points from their focus areas are fully in.

##### Staffing Updates - Peabody

- Peabody must fill an Urban Teacher Resident position.
- Ms. Murdock is retiring.
- Ms. Barker has been re-hired as a PK3 teacher.

#### Staffing Updates - Watkins

- At Watkins, there are current vacancies for a part-time custodian (shared with SH) and a full-time librarian.
- Ms. Rountree, Ms. Bowers and Ms. Hale are leaving Watkins.
- Mr. Benson (Custodian) is leaving for a higher position.
- Both Mr. Elmusa and Ms. Jerome may be applying for current vacancies
- The following positions have been filled at Watkins:
  - Grade Level Teachers -- Kelly Wecker, Brendan Smullen, and Monique Sullivan
  - Social Worker -- Michele Buchanan-from Tyler Elementary
  - Custodian -- Monica Davis - Cluster grandparent
  - Part-Time Business Manager -- Beulah Brock
  - Spanish Teacher (now Full Time) -- Jose Lopez

#### SPED Planning for 2018-19

- The following roles and responsibilities were developed to help supplement the loss SPED Coordinator position:
  - **AP Jackson** – Service provision scheduling; special education teacher coaching; co-planning structures and supports; observations and evaluation; and attending weekly MDT meetings.
  - **AP Croft** – Calendaring special education meetings; monitoring timeliness and compliance; IEP and eligibility meetings as LEA Representative; complaints, resolution meeting and hearings; leading weekly MDT meetings.
  - **Ms. Irving & Ms. Harrell** – RTI development and implementation support; special education teacher coaching; LEAP implementation support; and co-planning support.
  - **Ms. Fitchue** – Lead RTI development and implantation; conducting assessments for eligibility; and participating in eligibility meetings.
  - **Ms. Buchanan & Ms. Brogioli** – 504 coordinators (there are currently twelve 504 plans school-wide); behavior supports as outlined in IEPs, 504 plans and RTI plans; and school-wide social-emotional support. Ms. Buchanan will support Peabody.

#### Additional Updates

- The heating system at Peabody was officially fixed. However, an official letter did not go home to families. Principal Bell is working with DGS to get a letter out to families.
- With regard to the DPR incident in May, the investigation is still pending. Therefore,

the issue could not be discussed.