

John Eaton Elementary School

Washington, DC

Local School Restructuring Team

February 12, 2008

4:00 – 6:00 pm

Participants: LSRT members --- Noah Steinberg, Laura Broach, Joy Carroll Wallis, Lisa Freda, Susan Eastman, Carolyn Barnhardt, David Shapinsky, Margot Berkey, Claudia Withers, Lucy Mallan, and Jacqueline Gartrell.

I. Letter to Chancellor Rhee

LSRT members discussed a draft of our letter to Chancellor Rhee. Our expectation is that this letter will go out to Rhee by the end of the week.

II. Principal Selection Process

The Committee reviewed the letter from DCPS that outlined the principal selection process that would be followed. (Letter to be posted on Eaton web site).

Action Item: Our next step should be to talk to H.S.A. about putting together a panel. It is important that the panel process is and be perceived as open --- enabling community members to weigh in as appropriate. We need to publicize the letter and describe the composition of the panel. Panel needs to be formed by February 29, 2008. As we understand it, the panel would consist of:

- LSRT representative
- H.S.A. representative
- Community members (2)
- Teachers' union representative
- Eaton staff representative
- Teachers (3)
- Parents (3)

The committee discussed how parents would be selected for the panel. It was stressed that the more transparency the better.

Action Item: Noah will call DCPS about the composition of the panel. In addition, he will serve as the Union rep on the panel.

The group selected David Shapinsky as the LSRT rep; Lucy M. and Margot B. will serve as community reps. Noah will handle getting teacher representatives.

The DCPS letter will be posted on website and disseminated via the list serve. We will communicate with H.S.A. about an election for the parent representatives.

Principal's Report

- Our current enrollment is 411
- We have 17 in-boundary students already enrolled in PreK; and a lot of out of boundary interest for PreK.
- We have a custodial vacancy to fill.
- Our budget has been reduced to offset the DCPS deficit --- we've lost approximately \$65,000. All DCPS schools are affected. We have some funds remaining. Ms. Gartrell noted that she is waiting to see what DCPS plans to do in the fall, so she can plan for staffing, etc. Her hope is that we will have more information by March.
- Ms. Gartrell plans to provide more detail in March on her presentation on February 7 to the Eaton Community re the future of Eaton.
- We could do more with partnerships with other institutions in the community. Ms. Gartrell has spoken with the people **at GW's Graduate School of Education and Human Development** regarding their assistance in helping us maximize support for all our learners --- from special education students to those who require enrichment. She also wants to partner with the **Lab School** regarding professional development strategies.
- In response to a question about JEAP, and whether there was anything we could do to supplement the program, including providing academic support for students, Ms. Gartrell noted that our partners could help in that arena.
- Joy Carroll Wallis noted that with the 5th and 6th grade leaving after next year, we need to do something to afford perks for the 5th graders.
- **Ms. Gartrell and the group engaged in a discussion for what to do at Eaton after the 6th grade leaves:** . We need to maintain our enrollment to offset the loss of the 5th and 6th graders. There were discussions regarding space; Ms. G noted that space is always an issue. Moreover, she likes growing our enrollment

younger. For next year, the easiest thing to do would be to add a PreK next year. Ms. G. asked about the space where the teachers' lounge is currently located. Apparently it is possible to do a work order regarding configuring this space for a PreK class, and submit it to DCPS, which we could do even as we make the final decisions re adding a class. **Action Item:** Ms. G will follow up on this. We need to draft a proposal indicating our desire to do the appropriate construction to enable the construction. Laura B. will work on this with Ms. G. The proposal would provide generally that we want to add a third PreK in 2008-2009, and would enlarge the existing teachers lounge to enable us to do so.

Margot also reflected on prior plans to add a floor to the school on each wing. Apparently the idea was proffered and there was tentative agreement to follow up, including engaging an architectural engineer to draw up plans. The group discussed adding this concept to our overall proposal.

We need to be clear about our plans as soon as possible... we would need a specific plan for next year and then a general idea for following years.

Action Item: The transition committee will continue to meet to iron out the details of the foregoing plan.

Post Community Meeting Actions

David S. noted that prior to thinking about marketing the Eaton model, we need to decide what our message is. Whatever we do should include describing for the community what our instructional approach is --- the Responsive Classroom, etc. David recommended that we look at the "About Eaton" portion of the Eaton website as part of this process.

The meeting was adjourned at 5:50 pm.

submitted by LSRT Secretary Claudia A. Withers