**Roberts Elementary School**

**SDMC Meeting**

**Minutes**

January 25, 2018

**Members Present:** Wendy Waterman, Denae Boston, Elizabeth Hoffman, Carrie Cornelius, Telfia Johnson, Maury Bryant, Wendy Tilford, Glenn Bailey, Marlene Cortez, P.J. Oran, Natalie Smith, Aliya Walji

Meeting start time: 3:45

1. School start time for 2018-2019
   1. School start time for next year will be 7:30.
   2. Morning arrival will be the biggest change. Current duty structure for teacher begins at 7:45.
   3. Ms. Epps discussed that we will need to think outside of the box for next year’s duty schedule for carpool, School Street, and café.
   4. *Suggested ideas from SDMC members:* 
      * For outside duty locations, a stipend would be offered for early morning duty. (It was shared that this was done in previous years.)
      * All students stay inside versus meeting outside. Each designated grade-level area is monitored by a teacher (similar to Rainy Day dismissal).
      * We could open morning duty to after-school staff.
      * Organize a rotation of one teacher per grade-level/day to monitor your grade-level meeting area.
      * Rotation of morning duty in the 1st semester, afternoon duty in the 2nd semester. The teachers will split this rotation.
      * Developing 2 sessions for morning duty- Session 1: 6:45-7:05, Session 2: 7:05-7:30
2. Budget implications for 2018-2019 school year
   1. HISD will face budget challenges next school year ($204 million dollars short)
   2. The district continues to work on the budget and hold meetings with school principals. Questions and concerns from school leaders will be addressed at an upcoming future meeting.
   3. FTE Model will be put in place next school year versus current PUA model.
   4. With the current model, Roberts does not have projected major cuts.
   5. *SDMC Committee member questions:*
      * What other items will experience cuts? Each department will need to take a 60% decrease.
      * Is this the first time HISD has used this model?
3. Safety Issues
   1. Lighting
      * HISD offered to cover the cost of adding lighting to the outdoor spaces near the building. Areas include: garden, front of school, awnings.
   2. Visitors on campus after hours
      * After hours, visitors have been using our school grounds for inappropriate activities. Our SPARK Park has many areas that allow access near the building which makes it easier for visitors to hang out nearby.
      * Ms. Epps encouraged staff members and community members to watch our spaces. If you see something inappropriate, urge visitors to leave the school grounds and/or notify Ms. Epps.
   3. Signage
      * An unauthorized poster was found in our SPARK Park.
      * We are concerned that the intention was to lure children into a group and/or gang.
      * Committee members were encouraged to be vigilant and let the front office know.
4. Other items from the Committee
5. HVAC Concerns
   1. A request for information on a solution for our HVAC system.
      1. Ms. Epps has contacted HISD’s Facilities Management to express concerns over multiple work order. Other work order items have also not been addressed.
   2. Extra 10-minutes and changes to the Ancillary schedule
      1. No schedules will be changing.

Meeting End Time: 4:36 P.M.