

# Roberts Elementary School

## SDMC Meeting

### Minutes

April 26, 2018

**Members Present:** Denae Boston, Marlene Cortez, Cathy Reyes, Telfia Johnson, Carrie Cornelius, Natalie Smith, P.J. Oran, Aliya Walji, Anne Moliver, Wendy Richard, Trealla Epps, and Erin Van Pelt

**Meeting Start:** 3:55 PM

- I. Finalized for 2018 – 2019 school year
  - a. Budget: HISD budget recommendations have changed since the last SDMC Meeting. Previously, district was adopting an FTE Model. In this model, there would be a set budget for each school. Since then, the district has decided to revert to the PUA Model. This change cut the Roberts budget by \$150,000 or more. Our budget is currently balanced. No loss to classroom teachers. From here, principals are not able to make edits or manipulate. Two items for district to review: funding IB school Coordinator position and additional donations.
    - i. Items to be mindful of for 2018-2019
      - Substitute teachers cost Roberts near \$30,000 in the 2017-2018 SY. Hours absent are charged to our budget whether they are state or local days. Normal budget for substitutes is \$18,000.
      - Paper
  - b. Questions from SDMC
    - i. How much is the district funding for the IB Coordinator?
    - ii. How many schools are asked to become IB and the district is funding?
- II. School Schedules for 2018 – 2019
  - a. Proposed schedules for next school year were presented to the committee. These scheduled were based on new start times. **These are proposed, draft schedules.**
    - i. Daily Schedule- Building opening at 6:45 for arrival. Breakfast begins at 7:00. Students will go outside at 7:10. First bell at 7:25. School begins (2<sup>nd</sup> bell) at 7:30. Tardy bell at 7:35. Dismissal is at 2:50.
    - ii. Teacher report time: 7:15 – 3:05, Duty: 7:05 to 3:15
  - b. Morning and afternoon duty. *Coverage at School Street and Circle Drive must occur under both options.*
    - i. Option A: 18 people on duty. This option is identical to our current duty assignments.

- ii. Option B: 12 people on duty. This option involves all grade-levels meeting outside of the building with K-1 under the covered area, 2<sup>nd</sup> -5<sup>th</sup> would meet on the field. This option is pending the field is repaired/updated.
  - iii. Option C: Morning play
  - iv. School Street and Circle Drive would be paid duty. These positions are consistent.
- c. Recess
- i. Option A: 30 minutes stand alone recess
  - ii. Option B: 15 minutes of structured play and 20 minutes of free play. Structured play would be exercise or organized game.
  - iii. Option C: Two 20 minutes recess sessions.
    - Each grade level would incorporate scheduled 20 minutes of play at the beginning of their day. This would be on a rotational schedule.
  - iv. Option D: Schedule a brain break (5 minute break) into schedule.
    - Feedback from SDMC
      - a. Transition time would extend this.
      - b. Concern this option would remove from instructional time.
- d. Ancillary
- i. Options presented incorporating different start times for Ancillary and an option to separate the Specialist lunch and planning.
  - ii. Committee shared preference for Model C.
- e. Discussion from SDMC:
- i. Running Club schedule would continue Tues./Thurs.
  - ii. Concerns about injuries during morning play.
  - iii. Options to explore quiet time (yoga, meditation, etc.) versus play in morning.
  - iv. Lunch Schedule would begin at 10:20 or 10:30
  - v. Next steps, ask for volunteers for morning duty at next Faculty Mtg.
  - vi. Are we prepared for additional students in after-school?
  - vii. Homework Club would only be offered to teachers.

### III. Safety

- a. Concerns
  - i. Hole in gate behind 4<sup>th</sup> grade
  - ii. light between Cornelius and Contreras is not lit consistently
  - iii. Blinds are not able to close in Moliver's class
  - iv. Windows do not open in varies rooms
  - v. Whiteboards in Johnson and Owens need to be scrubbed (glue)
  - vi. Boards not magnetic in 4<sup>th</sup> grade.

**Meeting end: 5:04 PM**