

**Roberts Elementary School
SDMC Meeting
Agenda & Minutes**

September 22, 2016

Agenda

- SIP Review
- Accountability Distinctions
- Safety – Recess Supervision

Minutes

Members Present: Trealla Epps, Jennifer Moore, Teneika Punch, Kayla Proch, Aliya Walji, Catherine Ruff, May Wu, Erin Van Pelt, Carol Rivers, Jennifer Heemer, Valerie Thompson

Meeting began at 3:53 p.m.

- I. Paper copies of **School Improvement Plan (SIP)** distributed. (Digital copies were distributed prior to meeting.)
- II. Parts of **SIP** written and/or revised since previous meeting were reviewed.
 - Demographic numbers to be verified with updated information just received.
 - Ms. Epps noted that we are required to include data analysis of economically disadvantaged students, both passing rate and advanced performance level.
 - Ms. Epps noted we are required to include data analysis for Special Education students.
 - Test scores indicate African American and Hispanic groups are the lowest performing ethnic groups.
 - Ms. Epps noted that the **Performance Index** includes areas the state and federal governments require schools to meet.
 - **Staff Development Plans** lists the two weeks of professional development teachers attended in August.
 - **Student Achievement Reading Goal** includes proven strategies we already have in place.
 - Our **Student Achievement Math Goal** is focused on the Advanced level because our passing rate is so high. We will use both campus and district benchmarks to guide our work.
 - Our **Student Achievement Closing Gaps Goal** is focused on the Advanced level for Reading, Writing, and Science.

- We do not have a **Student Achievement Goal for Federal System Safeguards** as we met all of them.
- **Student Achievement Goal for Attendance** strategy: Recognize individual students for perfect attendance for 9-weeks.
- **Safety Goal for Suspensions Goal**: our focus will be on bullying since we have so few suspensions.
- **Safety Goal (General)** will utilize a parent survey focused on arrival, dismissal, school-wide events, and visitors on campus.
- **Safety - Coordinated Health Services Goal** utilizes Fitness Gram, completed in PE class. Strategies will focus on additional opportunities outside the PE class.
- **Special Populations Goal** focuses on English Language Learners (ELLs): we want to improve on last year's progress.
- Even though we do not receive Title I funds, we must complete **Title I Goals** as HISD receives these funds.
- **Mandated Health Services Goals** are fulfilled by our school nurse.

III. Ms. Epps noted that Roberts achieved **Distinctions** in all six distinction areas.

IV. Safety

- **Recess**: Teachers have been monitoring recess effectively since gentle reminder from Ms. Epps
- **Dismissal**: Front of school is now cleared in 20 minutes. Carpool is moving quickly, too.
 - i. A few parents are trying to get out of car.
 - ii. A few parents are walking to pick up students at carpool area (instead of using Parent Pickup area).
- **Morning Drop-off**: Concern that a few parents are letting students out of car on Greenbriar (instead of using circle drive on Swift). Concern that a few parents are dropping off on circle drive and then turning left on Swift St. (sign is posted stating "*Right Turn Only*").
- Morning Drop-Off & Dismissal Safety concerns to be addressed by both Principal and PTO (in Front Page newsletter).

Meeting dismissed at 4:30 p.m.

Next Meeting: Wednesday, October 26