

Shearn's SDMC
October 7, 2014

- Minutes
- Attendance
- Welcome New Members
 - Ms. Garson
 - Ms. Hall
 - Mr. Cruz
 - Ms. Adair
 - Ms. Camacho
- PTA (Cruz)
- Safety (Cruz)
- Climate (Buck)
 - Survey
- Finance (Buck)
 - Lunch Applications- 100%
 - Activity Funds
 - Teachers need to use activity funds- can be used for incentives, field trips, etc
- Construction (Buck)
 - Concerns
- Lighthouse Team
 - Keafer, Adair, Whitten, Hall and Garson
- Staffing- Enrollment 630 projection 568
 - A few more to PreK
 - Hired 1 extra hourly tutor
 - Hired Ms. Wilson for Web Page and Technology 20 hours per week
 - Need Art Hourly Lecturer
- Professional Development
 - Literacy by 3 makeup training
 - The Writing Academy
 - Kagan- need two people to attend
- Academics
 - Adair- Literacy
 - Hall- Literacy
 - Keafer- Science
 - Monroy-Math
 - Dual Language (Garson)
- Field Trips
- Tutorials
 - Afterschool on Monday and Thursday 3:30-4:30 (Teachers Responsible for dismissing students)
 - Saturday begin on 11/1
- Support and Volunteers
 - Mission Southwest
 - Willow Meadows
 - Houston Chinese Church
 - Head Start
 - Parents

- Ms. Wilson- Superintendent Board
 - Mr. Maclain- PTA President
- Other business

Shearn SDMC Meeting Minutes
Tuesday, October 7, 2014
Minutes take by Kathleen Garson
Began 3:40 ended 5:20

Members Present

Bill Buck- Principal
Sandy Adair- Professional Representative
Emetrio Cruz- Professional Representative
Tracey Hall- Classroom Teacher
Kathleen Garson- Classroom Teacher
Mark Maclaine- Parent- PTA President
Tasha Wilson- Parent- Superintendent Board Representative
Lolly Hernandez- Head Start
Bob Chenoweth- Mission Southwest

Members Absent

Stephanie Camacho- Paraprofessional Support
Andres Monroy- Classroom Teacher
Katherine Keafer- Classroom Teacher

Attendance

Mr. Buck discussed that as we lose kids, we lose money and staffing. Make sure that we are meeting our goal of 98% attendance. We are doing incentive for free dress and making phone calls every day. Mr. Buck said that this is what our budget is based on so make sure that students are at school every day. Currently we have 18 teachers that met the goal of 98% and we are at 98.5% which is close to where we were 2 year ago. Remember we need to stay on top of this everyday.

New Members

New members as reflected on the agenda were welcomed by Mr. Buck

Safety

Mr. Cruz had nothing to add about safety.

Climate

Mr. Buck would like to send a School Pulse Check that teachers will fill out at the faculty meeting tomorrow. Ms. Hall brought up bringing in a yoga instructor to enhance morale at the school. We made some changes to the survey so that it is a school wide pulse check. We will also add in what is going well this year.

Finance

Lunch Applications/CEPs

100% of the lunch applications are turned in now!

Activity Funds

There is \$12,000 total. We can use the money for incentives for attendance or grade level initiatives.

Construction

No noted concerns on construction.

Lighthouse Team

We had our first assembly on Habit 1: Be proactive. We will have another Leadership Assembly that is focused on Habit 2: Begin with the End in Mind. The student lighthouse team met and helped form the video for Begin with the End in Mind.

Staffing

We will have more Pre-K students enrolling. They have hired one extra hourly tutor that starts tomorrow. Mr. Buck hired Ms. Wilson to work 20 hours a week to help with the web page and technology. We still need an art hourly lecturer to work throughout the week.

Professional Development

The literacy by 3 make up training, The Writing Academy, and Kagan are on the list of professional development. There are two spots open for the Kagan training. The Kagan training is on a Saturday and it is October 18th and if teachers are interested they should let Mr. Buck know.

Academics

Literacy Adair & Hall

Mrs. Adair said to use the priority iStation report to help plan for small group and to help the students. If students are not moving out of tier 3 make sure that there is documentation. There is an early dismissal next week and that is going to be professional development. Mrs. Adair will send out an email about what teachers want to work on for literacy. We will also discuss the interventions and how to use the iStation interventions. Ms. Hall will help teach the teachers about how to run reports. Saturday tutorials start November 1st from 7:30AM-12:00 Noon. After school tutorials will be Mondays and Thursdays and can start around the same time as Saturday tutorials. The after school tutorials will take place 3:30PM-4:30PM.

Science- Keafer absent

Math- Monroy absent

Dual Language- Garson

We had a visit from the district Multilingual department and the visit went well. Things are still developing and we are learning as we implement the program.

Field Trips

All of the paperwork for fieldtrips has to go downtown so make sure that all field trip requests are planned and completed in advance.

Tutorials

Will begin the first week in November. Ms. Adair is completing the permission slips and seeing who wants to work.

Support and Volunteers

Mission Southwest

Work Day is November 22, 2014 from 9:30-12:00. There is a teacher appreciation breakfast and Hazel and Becky will meet with Mrs. Adair to plan the breakfast.

Head Start

Head Start

We have a new family development worker assigned to Shearn. She will start at Shearn tomorrow. Her assignment is to provide support to the students in the Pre-K classes that are in Head Start. She will be meeting with parents individually. Head Start will be conducting observations using the CLASS system so people will be coming in to complete the observations. Lolly mentioned putting information about Head Start on the marquee because October is Head Start Awareness Month. Head Start would be happy to discuss what Head Start is and how people qualify. Head Start now has an annual review. They will review how students qualify and put emphasis on the enrollment process and make sure that they have all of the documentation. There will be some visitors doing a safety environment check at Shearn. They are requesting fire code inspection.

Parents

Ms. Wilson is on the Superintendent Board as a parent representative. She is wondering when the meetings are and where she can find out about the meetings.

PTA

Our school's PTA was formed last Tuesday and Mark Maclaine was voted the President of the PTA. We are moving forward and are hoping that the PTA will be successful this year. The money left over from last year from the PTO should be distributed to classroom teachers. The PTO can decide how the money will be distributed. PTA is an actual nationwide branch. They take \$4.50 out of the \$10 dues to the PTA of Texas and the Nation. The remainder goes into the PTA fund from the dues. The PTA is planning to have a table at the fall carnival to help spread awareness and have more members join the organization.

Mr. Maclaine got an overview of what happened last year with the PTO. He wants to know what the school needs from the teacher and administrator perspective so that the PTA has a goal that they can fundraise toward. The SDMC discussed fundraising for a track in the back of the school. We discussed having a member from the PTA be part of the Lighthouse Team so that they can report what is going on with the Leader in Me and be in charge of planning parent events related to the Leader in Me.