



Memorial Elementary School

A Dual Language and International Baccalaureate Candidate School

6401 Arnot Houston, TX 77007

Phone (713) 867-5150

Principal Jose Hilario Cordova



SDMC Meeting #4

May 22, 2023

Agenda

1. Introductions
2. Review of Minutes from 2/27/23
3. Celebrations
4. Big Focuses
5. School Safety and health overview
6. Budget and enrollment
7. Staffing
 - a. Filled Roles
 - i. New Nurse- Nurse Sullivan was at Poe ES before serving our country
 - ii. New SLC Alt Teacher- Ms. Pfeiffer is from Cy-Fair ISD
 - iii. New 2nd grade DL- Ms. Knight is from Herrera ES
 - iv. New K/1 DL Split- Ms. Garcia is from MLK ECC
 - b. Vacancies
 - i. 4th Grade ESL Self Contained
 - ii. SLC Alt TA
8. IB update
9. Parent Square vs Class Dojo
10. TEA and District Updates
11. Summer Initiatives
12. Summer School
13. PTO updates
14. SDMC 2023-2024
 - a. Open Positions
 - i. 3 teacher roles (Ms. Combs, Ms. Talavera, and Ms. Marshall)
 - ii. 2 parent roles (Ms. Jennaro and Ms. Palacio)
 - iii. 1 community member role (Mr. Miracle)
 - iv. 1 non-Instructional school staff role (Ms. Eva)
 - b. Returning Positions
 - i. 2 school leadership roles (Ms. Perez and Ms. Lashway)
 - ii. 1 SPED teacher (Mr. Aguilar)
 - iii. 1 community member (Mr. Cook)
15. Questions/Comments



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SDMC Q4 Meeting Sign in
Meeting Date: May 22, 2023

Name	Role	Signature
Jose Cordova	Principal	J.C.
Eva Guardiola	Clerk	Eva Guardiola
Molly Lashway	Administrator	Molly Lashway
Raquel Perez	Administrator	R. Perez
Claudia Talavera	Teacher	C. Talavera
Kelly Marshall	Teacher	Kelly Marshall
Javier Aguilar	Teacher (SPED Rep)	
Melanie Combs	Teacher	Melanie Combs
David Miracle	Community Member/Parent	
Courtney Jennaro	Parent	Courtney Jennaro
Paulina Palacios	Parent	Paulina Palacios
Peter Cook	Community Member	Peter Cook



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May 22, 2023

Present: Perez, Lashway, Palacios, Marshall, Guardiola, Combs, Talavera, Cook, Cordova

Absent: Miracle, Aguilar

Agenda

1. Introductions – summer plans
2. Review of Minutes from 2/27/23
 - a. motion to approve: Marshall; seconded by: Guardiola
3. Celebrations – end of school! STAAR done! Celebratory events for all!
4. Big Focuses
 - a. Maintain A
 - b. Jump in Enrollment (427 current)
 - c. IB Authorization (scheduled for October)
5. School Safety and health overview
6. Budget and enrollment
 - a. Currently at 427; PSI growing
 - b. Final Budget will be provided in July 2023
 - c. PTO Donation for degree hourly lecturer board approved \$65K
7. Staffing
 - a. Filled Roles
 - i. Ms. Lashway now Assistant Principal
 - ii. Ms. Perez – teacher coach, DL Coordinator, IB Coordinator; Principal & AP will evaluate teachers
 - iii. New Nurse- (full time) Nurse Sullivan was at Poe ES before serving our country
 - iv. New SLC Alt Teacher- Ms. Pfeiffer is from Cy-Fair ISD
 - v. New 2nd grade DL- Ms. Knight is from Herrera ES (an IB school)
 - vi. New K/1 DL Split- Ms. Garcia is from MLK ECC – 3.5 teachers in kinder and in first grade (higher achieving kinder children and lower-scoring 1st graders); Memorial alumnus
 - b. Vacancies
 - i. 4th Grade ESL Self Contained
 - ii. SLC Alt TA
8. IB update – visit scheduled for 10/11-10/12/23; HISD paying for new teacher training
 - a. Teachers have visited Twain Elementary to observe IB practices
9. Parent Square vs Class Dojo
 - a. Watched short video on parent square. Compared to Dojo capabilities

- b. PTO will pay \$3600 annually for Parent Square if approved
- c. Motion to approve the move to Parent Square from Dojo – ayes have it
 - i. Remove red folder

10. TEA and District Updates

- a. New board of Managers set to start June 1, 2023
- b. 6/6-6/8 training for Principal & AP
- c. TEA mandated that a sign "In God We Trust" in each classroom

11. Summer Initiatives

- a. Planning the year – dates, orientation, handbooks, logistics (drop off, pick up)
- b. Campus beautification/organization
- c. Getting ready for IB visit
- d. Eureka Math – PK-2nd will be self-contained; upper grades (some) will be split; trainings for teachers are available; parent support is also available

12. Summer School

- a. K-5 about 90 students; 6 teachers M-Th 7:30am-3pm

13. PTO updates

14. SDMC 2023-2024

- a. Will expand to 3 parents, 3 admin, 3 teachers
- b. Open Positions
 - i. 3 teacher roles (Ms. Combs, Ms. Talavera, and Ms. Marshall)
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- c. Returning Positions
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15. Questions/Comments

Move to adjourn: Marshall @ 4:18; seconded by Palacios