



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 #1 September 27, 2021

Agenda

1. Introductions and Culture Builder
2. Purpose of SDMC and expectations
3. Review of Minutes from 4/21/21
4. Celebrations
5. School Safety Overview
6. School Achievement
7. Review of School Improvement Plan (SIP)
8. Review of adjustments made so far
 - a. After 3
 - b. Add a librarian rotation
 - c. Renovated Library
9. Initiatives
 - a. Hispanic Heritage Month
 - b. IB Awards ceremony
 - c. Cycle celebrations
 - d. Student organizations
10. Questions/Concerns



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SDMC Membership 2021-2022 School Year

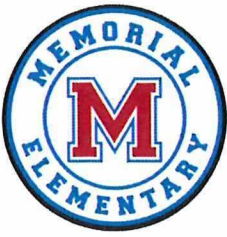
Roster
Date: 9/27/21

Member	Role	Term	Signature
Jose Cordova	Principal	N/A	
Marissa Elam	Professional Staff	Year 2	 Marissa Elam
Jennifer Moore	Professional Staff	Year 2	 Jennifer Moore
Claudia Talavera	Teacher	Year 1	 Claudia Talavera
Melanie Combs	Teacher	Year 1	 Melanie Combs
Kelly Marshall	Teacher	Year 1	 Kelly Marshall
Dera Moy	SPED Teacher	Year 1	 Dera Moy
Tari Shaw	Non-Instructional	Year 1	 Tari Shaw
Paulina Palacios	Parent	Year 1	 Paulina Palacios
Courtney Jennero	Parent	Year 1	 Courtney Jennero
Davis Miracle	Parent/Community Member	Year 1	 Davis Miracle

Times: 3:15 PM- 4:15 PM

Dates:

- They will take place after school from 3:15-4:15-Dates for SDMC are:
 - Q1- September 20
 - Q2- December 6
 - Q3- February 7
 - Q4- May 16



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SDMC Meeting #1

September 27, 2021

Attendees: Mr. Cordova (Chairman of committee), Ms. Combs, Ms. Palacios, Ms. Jennaro, Ms. Moy, Ms. Elam, Ms. Talavera, Ms. Marshall, Ms. Moore

Motion: to begin @ 3:39pm – Cordova; 2nd - Marshall

Agenda

1. Introductions and Culture Builder
 - a. Name, position on board, breakfast you would eat for the rest of your life
2. Purpose of SDMC and expectations
3. Review of Minutes from 4/21/21
 - a. **Motion:** to approve previous minutes - *Miracle*; 2nd - *Elam*
4. Celebrations
 - a. *Cordova* – Memorial Elementary is fully staffed despite district-wide teacher shortage
 - b. *Marshall* – all SDMC members present and accounted for; glad to be Face to Face instruction
5. School Safety Overview
 - a. Covid: Mask mandate indoors; optional use outdoors. Large class sizes and exclusive face-to-face instruction make social distancing difficult
 - b. *Cordova* – how is group feeling about the covid safety protocols?
 - i. *Elam* – confused about masks throughout school but crowded unmasked cafeteria time
 1. *Cordova* – one small return to normalcy; *Paulina* – at least there are assigned seats in cafeteria for contact tracing
 - ii. *Jennaro* – communications to parents of protocols seems limited; HISD dashboard does not seem up to date; *Miracle* – temperature checks?
 1. *Cordova* – district has changed some protocols; will send out information to parents as needed and determined by nurse
 2. Two cases at Memorial Elementary to date
 - c. Drills – Last unobstructed fire drill timed at 3 minutes; very good
 - i. 9/28 will have three unannounced drills
 - ii. Ms. Elam has done a wonderful job of explaining reasoning for drills to students via SEL rotation to help prevent fear and trauma
6. School Achievement
 - a. Blue Ribbon 2020
 - b. A rated with TEA – with continued expectation of earning A ongoing

- c. Earned 5 out of 6 achievements in STAAR testing (not science) based on 2018-2019 data (schools were not rated in 2020); Schools will be rated this year
- 7. Review of School Improvement Plan (SIP)
 - a. Standardized Testing
 - i. In area of standardized testing school has submitted an expected improvement of 7% in all areas.
 - ii. *Miracle*- How did you arrive at 7%?; *Cordova*- used Renaissance testing from beginning of school year and the running record from past years.
 - iii. For example- GT student identification would go from 11% to 13% of students who meet GT standards
 - iv. STAAR Tutorials
 - 1. Tier II and III students will begin next month with extra intervention via intervention blocks and hired paid interventionists
 - 2. *Combs* – has noticed a large gap in current student body than previous years in lower grades (i.e. Kinder) due to last year EC children being virtual, at home most of the time; *Elam*- lower grade gaps are huge, especially emotionally
 - b. Projections
 - i. Enrollment projections were set at 315
 - ii. Current enrollment 365
 - iii. Recapture date 10/29/21
 - iv. Because Memorial is ahead of enrollment projections, likely will receive extra funding from HISD.
 - 1. Please be thinking about ways to use extra funds to improve school for next SDMC meeting 12/6
 - 2. *Cordova*- first idea is staffing to alleviate crowded classrooms
- 8. Review of adjustments made so far
 - a. After 3
 - i. Positive feedback so far
 - ii. Will be adding enrichment opportunities in the spring semester
 - b. Add a librarian rotation
 - i. Currently M/T with Coach Prieto as ancillary
 - ii. 2022-2023 school year will have FT librarian
 - c. Renovated Library
- 9. Initiatives
 - a. Hispanic Heritage Month
 - i. Starting 9/28 will highlight Latinx persons of influence
 - ii. 10/15 parade and celebration – each grade is different country; door decoration contest
 - b. IB Awards ceremony
 - i. IB attribute highlighted each month; August and September were Caring and Principled, respectively.
 - ii. Each homeroom teacher will choose one student who is caring and one principled and they will receive puzzle piece/medal and certificate
 - c. Cycle celebrations

- i. Every 6 weeks celebration
 - ii. 10/15 will mark first celebration; *Cordova*- would like to treat kids to a paleta truck
- d. Student organizations
 - i. Starting in October
 - ii. Teachers are sponsors and will determine schedule for 30 minutes after school once/wk or 1 hour every other week
 - iii. Free to students participating; may be separated by grade level
 - iv. Name that Book, Girls on the Run, STEM/Lego, Science club; chess club
 - 1. *Palacios* – please investigate orchestra as an option as well, based on Dr. Kim's availability

10. Questions/Concerns

- a. *Combs* – update on blood drive 10/8; *Jennaro* – advertising went out today via social media; print flyers to come. Currently headed by PTO Communications Secretary
- b. *Elam* – next meeting 12/6, can we meet at 3:15pm? *Cordova* – yes
- c. *Cordova*- Consider changing motto for Memorial “A Nice Place to Grow” each year as some schools do, or increase branding of school around current motto; think about this for next meeting

Motion: to adjourn @ 4:11pm – *Cordova*; 2nd – *Marshall*

Next meeting set for 12/6/21 @ 3:15pm in Memorial Elementary Library