



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 #2

December 5th, 2022

Agenda

1. Introductions
2. Review of Minutes from 9/28/22
3. Celebrations
4. Big Focuses
5. School Safety and health
6. Budget and enrollment
7. Staffing
8. Calendar
9. IB update
10. PTO/Lift updates
11. Questions/Comments



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SDMC Attendance

Meeting: #2

Date: 12/5/22

Name	Role	Signature
Jose Cordova	Principal	
Eva Guardiola	Clerk	
Molly Lashway	Administrator	
Raquel Perez	Administrator	
Claudia Talavera	Teacher	
Kelly Marshall	Teacher	
Javier Aguilar	Teacher (SPED rep)	
Melanie Combs	Teacher	
David Miracle	Community Member/Parent	
Courtney Jennaro	Parent	
Paulina Palacios	Parent	
Stacie Fairchild	Community Member	



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Attendees: Cordova, Guardiola, Palacios, Jennaro, Marshall, Miracle, Combs, Aguilar, Perez, Talavera, Lashway

Call to order: Cordova @ 3:20pm

Agenda

1. Introductions
2. Review of Minutes from 9/28/22 – motion to approve: Marshall; Seconded by: Miracle
3. Celebrations
 - a. 425 students @ recapture (current 418)
 - b. PSI @ 6 students
4. Big Focuses
 - a. Maintain A rating
 - b. Managing jumps in enrollment – space issues, etc.
 - c. IB Authorization coming
5. School Safety and health
6. Budget and enrollment
 - a. Meeting Jan. 8 '23 with budget analyst & SSO
 - b. Potentially receive money from recapture and strategize ways to use it
 - i. Focus will be on alleviating large class sizes with increasing number of teachers
7. Staffing – fully staffed
8. Calendar
9. IB update
 - a. All greens and yellows → good to move forward with applying for authorization this school year
 - b. Apply in Jan '23; ~10 week waiting period
 - c. Virtual 2-3 day visit
 - d. Three teachers still in need of IB training – will attend in Feb. '23
 - e. Memorial will become 17th IB PYP program in HISD
10. PTO/Lift updates
11. Questions/Comments
 - a. Temporary buildings being discussed as solution for space in next few years
 - b. Capital improvement budget at district level – no recommendations have come down from HISD yet; their focus might be on school closures

- c. Teacher parking lot too small- may consider increasing size by concreting over small area of Spark Park; at minimum Principal will ask HISD to repaint the parking spot lines to improve in meantime

Motion to adjourn @ 4:05pm: Marshall; Seconded by: Guardiola