



LUTHER BURBANK ELEMENTARY SCHOOL  
Heather Luebbers, Principal  
Ernesto Solorzano, Assistant Principal  
Cindy Vu, Magnet Coordinator

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**Burbank Elementary School  
Houston Independent School  
District Part A, Title I School  
May 25, 2023: SDMC Minutes**

**-Welcome:** Principal Luebbers began the meeting at 3:15 pm at Burbank Conference Room  
Members present were: Mr. Tovar, Mr. Solorzano, Mr. Ramos, Ms. Ramirez, Ms. Loreda, Ms. Perez, and Ms. Nowlin.

**-Enrollment:** Current Enrollment 754 **Projection** 776 students

**-Recruiting:** Principal Luebbers recommended developing a Marketing Team. SDMC discussed visiting local churches, daycares, and host a pre-K and kínder round up. School can make posters to hang up at local business. Burbank will work with HISD Media relations to build a marketing video.

**-Attendance Review:** 2022-2023 YTD 94%

Solutions: Engagement Contests, BOY Contracts  
for parents of students less than 95%

- Library Reading Contests Monthly
- Attendance Celebrations- Pizza Parties; Weekly Raffle, Monthly Dances
- Zearn/iReady Contests
- Attendance/Failure conferences
- Home Visits
- Wrap Around Services

**-Summer School- PK-5th** – 138 students projected to attend.

**-Dress Code Review for Year 2023-2024**

**-Teacher Handbook Review for 2023-2024**

**-Budget and Purchasing Update:** Items recommended for purchase:

- System 44 Special Education Literacy Refresh
- Refresh TouchPhonics Special Education HB3 aligned phonemic awareness/phonics program.
- Spanish Literacy Intervention System AA-Z Literacy
- Math Professional Text for professional libraries
- Math Manipulatives
- StemScopes Science grades 3-5
- Classroom Library books refresh current titles



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- CleverTouch for ancillary classrooms
  - White Write On Kidney tables for grades 2-5 classrooms to Support small group instruction.
    - The ELPS and Diverse Learners Flip books- ELL and ELPS resources
  - Sheltered Instruction professional text for all instructional employees: 7 Steps to Language Rich

Classroom