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. Loredo, 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 kinder 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
• 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