Meeting Minutes - SDMC Committee – Brookline Elementary

**Location:** Library

**Date:** January 11, 2023

**Time:** 3:30 - 4:30 pm

Attendance: Alicia Paredones, Jennifer Fernandez, Sonia Gipson, Lorin Perry, Maria Pena, Guadalupe Garcia

Agenda Items

1. School Safety
2. Budget

**Action Items**

# School Safety Committee

The committee continues to review and discuss school safety based on the current campus safety procedures.

The immediate areas of concern were addressed as follows:

* Open campus design
* All classrooms’ doors should be locked and secured during regular school hours
* Administrators have master keys
* Daily exterior door checks conducted and documented by plant operator
* Plant operator and administrator inspection of school wide classroom locks, issues reported to district
* Students should not open exterior doors to any individuals
* Teachers should have and use key cards to access the campus
* All staff members must wear HISD assigned ID badges
* All staff members are required to sign in/out in the Raptor system
* All visitors are required to sign-in at the main office
* Visitors without appropriate credentials should be immediately escorted to the front office and screened by receptionist on duty

|  |  |  |
| --- | --- | --- |
|  |  | **Budget** |

* Brookline did not meet enrollment projections for the 2022-2023 school year
* Projected enrollment: 761, Actual enrollment: 730, Deficit = 31 students
* Impact: Reduced funding available for staffing and instructional resources
* Impact: Campus transferred two teacher positions to ESSER based funding for 2022-2023 school year
* HISD is continuing to lose enrollment annually
* Projected enrollment for 2023-2024 is 705 students
* Impact: Reduced funding available for staffing and instructional resources
* Two ESSER math/reading interventionist positions will be funded through 2023-2024 school year
* Instructional resources ordered will remain on campus as Brookline’s property
* Resources are to be equitable and targeted to address students’ needs
* Teachers/administrators must be strategic when ordering instructional resources