

Janowski Elementary

SDMC Meeting

November 30, 2016

Teacher Name	Grade Level
Alex Rych	K
Lynette Clark	2nd
Erica Estill	1st
Christi Moris	PK
Patricia	FINE ARTS
Angel Changul	5th
Michelle Gray	3rd
Angela Espinoza	4th

Janowski Elementary

SDMC & Safety/Security Meeting
November 30, 2016

Budget

- Review actual budget after budget conference
- Must have's for the classrooms
- Faculty changes and updates

Winter Program

- December 13th 8:30 am/1:00 pm Audience – students
- December 14th 1:00 pm Audience – parents

Winter parties

- Thursday, December 15th
- Friday, December 16th – Full day

Winter Packets

- What grade levels will send them out?

Faculty Winter Celebration

- TBD

Safety and Security

- Locking down the school for the winter break
 - Winter Break December 19th – January 2nd
 - Tuesday, January 3rd – Teacher Prep Day
 - Wednesday, January 4th – Students return to classes

Questions or concerns

Janowski Elementary

7500 Bauman
Houston, Texas 77022

SDMC Minutes November 30, 2016

Members Present; M. Bazan, C. Maciel, A. Rider, E. Castillo, L. Chavez, M. Vazquez, E. Espinoza, A. Cranford, B. Lam,

- Budget
 - Janowski did not meet enrollment projections.
 - There was a teacher position open that could be closed, and also moved an interventionist position to come out of Title I funds.
 - About 42,000 dollars carried over from last year. It can't be used for salaries but can be used for supplies.
 - Ms. Bazan asked the members to go back to their teams and ask if there are any items we need. (test prep materials, etc.) Requests need to be emailed by December 2nd
- Faculty Changes
 - Ms. Diaz is now the new Resource Teacher/SPED department chair.
 - Ms. Bazan said that Ms. Diaz is working on a new schedule where they are pulling by grade level. Ms. Diaz will also be available for inclusion in the classroom if the teacher prefers.
 - New PALS teacher will be coming soon.
- Winter Activities
 - 3 Winter Programs this year. 12/13 @ 8:00a.m. & 1:00p.m., and 12/14 @ 1:00p.m.
 - Winter Parties are on Thursday the 15th. Ms. Bazan informed us that we need to have engaging and educational activities planned for the following Friday. (It is not an early dismissal day)
 - Ms. Bazan asked that teachers email who is eating in the classroom during their winter parties so she can inform the cafeteria staff on how much food to prepare that day.
 - Ms. Bazan also asked for us to email her by 12/2 which grade levels were sending winter packets home during the break.
 - Ms. Bazan also asked the committee to go back and ask their teams to vote on which date and time to have our faculty meeting/celebration. The options were after school on Wednesday the 14th from 3:30-5:30 (this would be a faculty meeting as well) or Friday the 16th during lunch time (lunch only).

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- Safety and Security
 - Ms. Bazan informed us that our “Code Stay” needs to be quicker. The procedure is to go into the classroom, lock the door, turn off all the lights, and move the children to the corner of the room where no one can see any movement. Call the front office if you hear the whistle in your hallway. (whistle means it’s a drill)
 - If you are outside when a “Code Stay” is called you need to stay outside. Move the students to the furthest corner of the playground and huddle down. If there is a threat outside the building an administrator will come and move everyone inside the building.
 - Ms. Bazan is looking into getting glass in the front office to provide a barrier.
- Winter Break Lockdown
 - Winter Break is 12/19-1/2
 - Classrooms need to be locked down, technology locked away, and window blinds closed.
 - Most grades need to be finalized before we leave for break. Teachers will have until 10:00a.m. on January 3, 2017 to verify. Ms. Bazan advised us to not wait until the last minute to put them in.
 - January 3, 2017 is a teacher prep day. We will have a possible folder check on that day.
 - Next year the teacher prep day will be before we leave for winter break.
- Questions
 - There were no questions or concerns.