

# SDMC Meeting Sign-in Sheet

Feb. 4, 2019

Members Present		Position
ANNE CARTER		CLERK III (parent)
RICH PASTORE		MAGNET PARENT
Cindy Lemg-Wu		Zoned parent
Michael Grier		Teacher
Theresa M. Campos		Interim Principal
JOE H CORDOVA		Teacher specialist
Liana Sanchez		Teacher
Charlita Blossom		Teacher
Matthew Rishin		COMMUNITY (HUNNET) LEARNING CENTER
Guests Present		Purpose



# Bob Lanier Middle School

2600 Woodhead Street-Houston, TX 77098

Tel 713.942.1900 Fax 713.942.1907

<http://www.houstonisd.org/lanier>

## Bob Lanier Middle School SDMC Meeting Minutes February 4, 2019

The Lanier Middle School SDMC meeting began at 4:01 pm. All members present are reflected on the signature page.

1. Interim Principal, Dr. Theresa M. Campos, welcomed the SDMC members and asked each member to introduce themselves and state their position on the SDMC.
2. Dr. Campos began with a Power Point presentation from HISD regarding a proposal for a modified Teacher Appraisal and Development System, TADS, option for 2019-2020. After viewing the presentation, members of the committee discussed and voted on a 10-question survey sent by the district. The consensus was to approve all questions of the survey.
3. Dr. Campos provided an updated status report on several campus processes and areas currently under revision.
  - Master Schedule - a revised master schedule was developed, communicated and initiated for the second semester of the 2018-2019 academic year. Parent meetings and student assemblies were executed, and a letter to SDMC members was shared as part of the projected rollout prior to the Winter Break. The rationale for the change in schedule focused on time for collaboration and professional development for teachers and staff, improved parental communication and a focus on strong instructional and intervention practices and planning.
  - Budget - The school is currently developing a budget for the 2019-2020 school year. The projected budget involves planning on a 5% budgetary reduction.
  - Safety - Recent work orders have been completed and building improvements have focused on safety. Students and staff have had a successful practice weather shelter-in-place drill and monthly fire drills. A lock-down drill is planned for the near future.
  - Professional Learning Communities (PLCs) have begun. They are held by department and led by each administrative department leader. Standardization of best practices has been discussed, as has the development of common assessments and the deep dive into student data to drive instruction and plan for intervention and differentiation strategies. Parent communication is a focus. SDMC parent members feel informed.
  - End-of-the-Year planning and Strategic Planning for 2019-2020 is underway.
4. The meeting ended at 5:15 pm. Dr. Campos thanked everyone for their input and participation.



An International Baccalaureate World School

## **Campos, Theresa M**

---

**From:** Campos, Theresa M  
**Sent:** Tuesday, December 18, 2018 12:25 PM  
**To:** Campos, Theresa M; Carter, Anne M; Cordova, Jose H; Giroir, Michael K; Blossom, Charlita E; Ms. Gonzalez (Magnat parent); Sanchez, Iliana; cleongwu@gmail.com; Rich Pastore (Community Member); Wendy Tilford (Business Partner)  
**Cc:** Berger, Connie M; Page, Griselda  
**Subject:** Second Semester Master Schedule

**Good Afternoon SDMC Members,**

I hope this email finds you enjoying these final days before the Winter break. The purpose of this email is to provide you with information regarding the roll-out of an updated Spring master schedule. Members of the Administrative Team and teacher representatives have met to develop a master schedule for the 2019 Spring semester.

They have collaborated to develop the following rationale and purpose for this change:

"In order to positively impact student achievement and school culture, the decision has been made to re-evaluate school scheduling for Spring 2019".

Our efforts will benefit:

- Communication
- Planning
- Collaboration
- IB Integrity
- Relationship-building

The team will present this schedule to the general faculty and staff at the Faculty Meeting today at 4:00 PM, and will hold two parent information sessions (Wednesday, December 19, at 4:30 PM and Thursday, December 20 at 9:30 AM). Students will learn of this Spring schedule prior to each grade level performance of "A Christmas Carol" on Thursday morning, December 20, 2018.

I am available on Friday morning, December 21, for any member of the SDMC that would like to meet to discuss this or ask questions. Thank you in advance for your support. I look forward to our next scheduled SDMC meeting on Monday, February 11, 2019.

Warmest Regards and Holiday Greetings,  
Theresa M. Campos

Dr. Theresa M. Campos  
Interim Principal, Lanier MS  
2600 Woodhead Street  
Houston, Texas 77098  
713.942.1900



## Modified TADS (M-TADS) SDMC Meeting: FACILITATION GUIDE FOR PRINCIPALS

### GOAL

In response to feedback gathered from stakeholder groups across the district, modify the existing Teacher Appraisal and Development System (TADS) to recognize and reward effective and highly effective teachers in Houston ISD. This requires revision of DNA(LOCAL).

### BACKGROUND

Opportunities for feedback regarding HISD's existing TADS has informed this recommendation. In October 2017, the **Teacher Appraisal Working Committee** was formed as a working body to drive learning and input related to the district's appraisal system. The Teacher Appraisal Working Committee plans to continue the work of enhancing the district's teacher appraisal and development system with the ultimate goal of increasing student achievement in HISD.

In spring 2018, five **Teacher Appraisal Information and Feedback Sessions** were held at sites across the district. At these sessions, participants were given an overview of the Texas Teacher Evaluation and Support System (T-TESS) for the purpose of comparing and contrasting it with HISD's TADS. Based on the collective feedback from these sessions, the Teacher Appraisal Working Committee recommends modifying TADS with the long-term goal of incorporating some of the best features of T-TESS.

Additional input was obtained during the **TADS Teacher and Principal Think-Tanks** held on June 7, 2018 and September 5, 2018, respectively. Feedback survey opportunities were available to all HISD teachers from August 20, 2018 through September 7, 2018 and to all appraisers October 1, 2018 through October 12, 2018. A second survey was created for appraisers, the **TADS Technology Tools Survey**, to gain additional feedback on technological enhancements. This survey was designed based on requests received across all feedback sessions and was available October 29, 2018 through November 9, 2018. In addition to the multiple face-to-face sessions and survey opportunities, the **District Advisory Committee** and the **Principals' Ad Hoc Committee** have been kept abreast of work related to TADS.

### PROPOSAL

Any changes related to the framework of TADS requires a revision to DNA(LOCAL). The following information would be added to DNA(LOCAL) to create the M-TADS –

#### QUALIFICATIONS:

1. **EXPERIENCE THRESHOLD:** To be eligible for M-TADS, a teacher must –
  - a. Have at least 3 years of teaching experience overall,
  - b. Have a term or continuing contract, and
  - c. Have at least 1 full year of teaching experience in HISD.
2. **PERFORMANCE REQUIREMENTS:** In considering eligibility for M-TADS, the Summative rating from the teacher's prior year appraisal will be used, and the teacher must meet the following performance requirements –
  - a. Achieve a Summative Rating of Effective or Highly Effective,
  - b. Achieve a rating of Effective or Highly Effective in each component of TADS that is applicable to the teacher based on his/her teaching assignment, and
  - c. A rating of Effective or Highly Effective in each Instructional Practice and Professional Expectations criteria.
  - d. Additionally, the teacher must not be on an active Prescriptive Plan for Assistance (PPA).



**APPRAISAL COMPONENTS:**

1. WALKTHROUGHS/OBSERVATIONS: A teacher participating in M-TADS must –
  - a. Have at least 1 formal, unannounced classroom walkthrough of at least 10 minutes in length, and
  - b. Have at least 1 formal, unannounced classroom observation of at least 30 minutes in length.
2. REQUIRED CONFERENCES: A teacher participating in M-TADS must meet with his/her appraiser at least 2 times throughout the course of the school year. These conferences shall be held near the beginning (goal setting conference) and end (end-of-year conference) of the school year.

**CHANGING APPRAISAL SYSTEMS DURING THE SCHOOL YEAR:**

REMOVAL FROM M-TADS: In the event that an appraiser develops performance concerns for a teacher on M-TADS, the appraiser must have evidence documented during 1 walkthrough and 1 observation.

**WHAT THIS MEANS TO TEACHERS AND APPRAISERS**

Teachers meeting the qualifications for M-TADS would have the option to opt-in to this appraisal model during a specified window of time annually following the calculation of Summative Ratings. Rather than receiving 2 walkthroughs and 2 observations each school year, teachers on this model would only be required to receive 1 of each. Additionally, teachers meeting the qualifications and opting into M-TADS would participate in 2 required conference (Goal Setting and End-of-Year) rather than the 3 conferences required in TADS.

**FUTURE ENHANCEMENTS**

The Talent Development & Performance Team and the Teacher Appraisal Working Committee are committed to the continued enhancement of TADS. Our priority for the 2019-2020 school year is offering the M-TADS model to acknowledge and reward the efforts of our effective and highly effective teachers while giving appraisers more time to coach new and developing teachers.

**CLOSURE**

Please use the Survey Monkey link emailed to you on Tuesday, January 29 to enter the feedback from your SDMC. Be sure to get the committee's response to each question listed below.

1. What proportion of SDMC voting members in attendance today agree with the proposed qualifications, performance requirements, and appraisal components of the M-TADS as outlined in the guide?
  - a. Less than 25% agree
  - b. 25% to 50% agree
  - ☒ c. More than 50% agree
2. To be eligible to qualify for M-TADS, a teacher must have at least three years of teaching experience overall.
  - ☒ a. Yes
  - b. No (please indicate alternative qualification)
3. To be eligible to qualify for M-TADS, a teacher must have at least one full year of experience in HISD.
  - ☒ a. Yes
  - b. No (please indicate alternative qualification)

4. To be eligible to qualify for M-TADS, a teacher must achieve a TADS Summative Rating of "Effective" or "Highly Effective" on the prior year's appraisal.
  - a. Yes
  - b. No (please indicate alternative qualification)
5. To be eligible to qualify for M-TADS, a teacher must have a rating of "Effective" or "Highly Effective" in each applicable TADS component on the prior year's appraisal.
  - a. Yes
  - b. No (please indicate alternative qualification)
6. To be eligible to qualify for M-TADS, a teacher must have a rating of "Effective" or "Highly Effective" in each Instructional Practice criteria and each Professional Expectations criteria on the prior year's appraisal.
  - a. Yes
  - b. No (please indicate alternative qualification)
7. To be eligible to qualify for M-TADS, a teacher must not be on an active Prescriptive Plan for Assistance (PPA).
  - a. Yes
  - b. No (please indicate alternative qualification)
8. Within M-TADS, a qualified teacher must have at least one observation and one walkthrough.
  - a. Yes
  - b. No (please indicate alternative qualification)
9. Within M-TADS, a qualified teacher will be required to participate in the Goal Setting and End-of-Year conferences; he/she will *not* be required to participate in the Progress Conference.
  - a. Yes
  - b. No (please indicate alternative qualification)
10. In the event that an appraiser develops performance concerns for a teacher on M-TADS, the appraiser must have evidence documented during one walkthrough and one observation.
  - a. Yes
  - b. No (please indicate alternative qualification)