



# Port Houston Elementary School

One Year, One Path-Learn, Grow, Achieve ♦ Houston I.S.D.



Jenn Martinez, Principal

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## Shared Decision-Making Committee (SDMC)

August 29, 2024

Minutes

4:30 PM

The meeting began promptly at 4:30 p.m. in the library. **Members present:** Ms. Martinez, Ms. Gales, Ms. Medina, Ms. Rivas, Ms. K. Vazquez, Ms. Espinoza, Ms. Paredones, and Mrs. Godoy. **Members not present:** Ms. Zapata and Mrs. Jones.

- ❖ **Welcome & Norms.** Ms. Martinez welcomed the committee to a new school year. Norms were reviewed.
- ❖ **State of Data & Instruction of the School.** Based on school accountability ratings, Port Houston ES is rated a “C”. We went from an overall 61 to 72. Domain I Student Achievement: 58 to 59. Domain II School Progress: 63-71. Domain III Closing the Gaps: 56 to 73. We are considered a Tier II campus. Our goal is a rating of “A” for the 2024-2025 school year.
- ❖ **Attendance Review.** Our current attendance is 97%. There is a correlation between academic achievement and attendance. Mrs. Jones makes preliminary attendance checks in the morning and starts making phone calls.
- ❖ **Safety Review.** Our safety captain is Ms. Zapata. We had our first fire drill last Friday. Feedback and reminders were shared with all through Teams chat. ECH wing has been re-routed to the small pavilion with rest of lower elementary. We are due for other drills. However, they need to be spread out. Share with teams to review protocols for other drills, including Lockdown, Shelter in Place, obstructed fire drill, etc. There were no other concerns at this time.
- ❖ **Funds Available.** We will continue to have Free Dress Fridays for \$1. Snack shack will begin shortly. There were some donations for start-up snacks. It was suggested that the school’s QR code be shared with the parents and community. It was also suggested that we ask all staff to consider donating \$5 using the QR code to have monies for initial costs for fundraising.



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- ❖ **Family Engagement for Cycle 1.** Room 24 will be converted to a parent center. There will need to be elections for new PTO Board.

## **Upcoming events/activities:**

- September 6: Coffee with the Principal
- September 7: Beautification Day
- September 12: Grandparents Day Luncheon
- September 12: Open House
- October 7: Bond Meeting with 3 campuses
- October 25: Snapshot Day & Fall Festival
- October 31: Book Character Parade

## **Suggestions:**

- Fall Festival: Planning for inclement weather, use classrooms in outside wings for game booths. Ask NIA volunteers to “man” game booths. Request a cake and 2-liter soda from PHE staff. Donations by class. Mrs. Godoy will update documents and share with the committee.

Questions and concerns were addressed as they came up during the meeting.

SDMC meetings will be held per cycle.

Meeting was adjourned at 5:30 p.m.