

## Heights High School

### Shared Decision-Making Committee Meeting Minutes

October 16, 2018

#### **Present:**

Wendy	Hampton	Principal
Jennifer	Murchison	Dean of Instruction
Mark	Johnson	Professional Staff- Teacher
Rebecca	Ozuna	Professional Staff- Teacher
Nicholas	Jefferson	Professional Staff- Teacher
Natasha	Cruz	Professional Staff- Teacher
Christopher	Walton	Professional Staff- Teacher
Yul	Everline	Professional Staff- Dean of Student
Cristina	Bagos	Professional Staff- IB Coordinator
Tisha	Mesa	Professional Staff- CIT/FAC
Dianne	Holliman	Parent
Julia	Nolte	Parent
James	Johnson	Professional Staff - Teacher
Michael	Partridge	Professional Staff - Teacher
Isaac	Chao	Professional Staff – Teacher
Khoon Yu	Tan	Professional Staff – Teacher

#### I. Call to Order: **Ms. Hampton called the meeting to order at 4:10pm**

- a. Welcome Heights New Dean of Instruction Jennifer Murchison
- b. Introductions and shout-outs
  - i. Saturday school is off to a great start. Ms. Ozuna and Mr. Walton have done a wonderful job in keeping track of the students, informing the staff and enrollment is at 265 students.
  - ii. First 6-weeks: Honor Roll is at 514

#### II. Campus Updates

##### a. Security: Ms. Hampton

- i. The locks on the front door (13<sup>th</sup> Street) have changed. You need to have card access or be buzzed into the building.
- ii. The back to gates and walk-thru gate will be ready and reconfigured sometime in November.

##### b. Staffing: Ms. Hampton

- i. New Dean of Instruction, Ms. Murchison started today (10/16/18)
- ii. ELA vacancy – We have made an offer, waiting to hear back
- iii. Engineer – we made an offer to Samantha Moore, waiting for HISD to finish the process.
- iv. Heights hopes to be fully staffed by the end of month

- c. Attendance: Ms. Hampton
    - i. Started a new incentive for students, if there is a 97% attendance for the week, students get a free dress day
    - ii. Attendance is up 0.1% from last year
- III. Old Business/Unfinished Business
  - a. Printer Use in the Library: Ms. Hampton
    - i. Printers are back in library
- IV. New Business
  - a. Review of Campus Policies for IB: Ms. Bagos
    - i. Heights is up for MYP re-authorization. Please review policies. Feedback and input are requested by end of business November 13 to Ms. Bagos.
- V. Other:
  - a. Additional training needs for Advocacy: A request was made from a teacher that additional information and training is needed to support both teacher and students. During this week's Friday early dismissal, the needs will be addressed, and other teachers will share their experience so far.
  - b. Removal of items: A request was made for the items in front of 13<sup>th</sup> street by the big bulldog be removed. The items in question are for the Spark Park being developed in this area. A call has been made and the Spark people are awaiting a new city permit to continue the work. They have not responded on what they are going to do with the items until permit is granted.
  - c. Dress Code – A request was made for a dress code system be put into place that didn't require students be sent to their academy office because it took instructional time away from the student.
  - d. Dates:
    - i. October 19: Early Dismissal
    - ii. October 19: Goal Setting conferences need to be complete with teachers and staff
    - iii. October 24: PSAT for 9<sup>th</sup>, 10<sup>th</sup> and 11<sup>th</sup>
      - 1. Activities are being scheduled for Seniors relating to graduation, college prep (FAFSA, Scholarships) and life after graduation
    - iv. October 29: Kicks of Homecoming Week
    - v. November 1: Homecoming Parade
    - vi. November 2: Homecoming dance
    - vii. Saturday November 3: Homecoming Game vs Bellaire, 6pm
    - viii. November 10: PTO fundraiser. Teachers and a guest will receive a free ticket.

*Adjourned: 4:44pm*

