**Meeting Summary -Osborne**

**SDMC Meeting Notes**

**1. Call to Order & Welcome**

* **Dr. Dimandja, as chairperson, opened the meeting at 10:30 AM in the school library.**

**2. TES (Teacher Evaluation System)**

* **TES Video Viewing & Discussion:**
* Members watched the TES video and engaged in discussions throughout the presentation.
* **Ms. Colion was identified as the TES trainer for the campus** and encouraged members to participate in focus groups to share further thoughts and ideas.
* She assured members that their feedback was being taken into consideration.
* **Framework Updates & Feedback:**
* **Dr. Dimandja facilitated discussions using probing questions** such as, *"How do you feel about the TES framework?"*
* She frequently paused to discuss key components of the video and check for understanding.
* Dr. Dimandja reminded members that they would be voting on rubrics later in the meeting.
* **Planning and Professional Rubric Review & Vote:**
* Members reviewed the **Planning and Professional Rubric.**
* **Discussion:**
* **Mrs. Washington expressed** that the campus overall is already fulfilling the expectations outlined in the rubric.
* Other members agreed, stating that teachers are already lesson planning with those components in mind and incorporating a **writing component.**
* **Dr. Dimandja emphasized that WRITING is a main component of the campus action plan** and must be implemented **daily across ALL grade levels.**
* **Vote on the Planning and Professional Rubric:**
* The members collaboratively agreed that the campus was already meeting the expectations.
* **The vote was unanimous (YES) for approval of the Planning and Professional Rubric.**
* **Distinguished Teacher Review Rubric Discussion & Vote:**
* Members reviewed the **Distinguished Teacher Review Rubric.**
* **Dr. Dimandja expanded on the rubric,** providing examples of how teachers could achieve **Distinguished** status.
* **Concerns Raised:**
* **Ms. Dobbins and Mrs. Hollie expressed concerns** that the rubric may not be **fair and inclusive** for all teachers.
* They noted that the **focus seems to be on upper-grade levels** rather than the lower grades.
* **Ms. Dobbins specifically pointed out that Pre-K is not included in any of the TES focus groups.**
* **Vote on the Distinguished Teacher Review Rubric:**
* Despite concerns, **the majority voted for the rubric to remain unchanged.**
* **Decision:** **Majority voted (YES) to leave the Distinguished Teacher Review Rubric as is.**

**3. Pre-K Enrollment (Final Topic Discussed)**

* **Dr. Dimandja opened the discussion by stating that Pre-K enrollment is low and that the campus needs a plan to increase enrollment.**
* **Concerns about low Pre-K enrollment were discussed.**
* **Ms. Dobbins suggested that low enrollment could be due to transportation issues** preventing families from accessing the school.
* **Member Turknett responded to the transportation issue by suggesting that the school host a drive-through parade in front of the school.**
* **Plan:**
* Each grade level would set up a **table with handouts, school supplies, or promotional materials** to engage with families.
* Staff would create **banners and signs to showcase school pride** and highlight the benefits of enrolling in Osborne’s Pre-K program.
* **Mr. Trople from Second Baptist was present** and offered to help in any way possible to support the **Enrollment Outreach efforts.**
* **Dr. Dimandja asked if anyone had radio or live media connections** to promote Osborne and the Pre-K program.
* **Mr. Trople expressed willingness to use his connections and offer his best efforts** in reaching out through live promotion.

**4. Action Items & Next Steps**

* **TES:** Implement rubric updates and communicate changes to staff [Responsible Person & Deadline].
* **Pre-K Enrollment:**
* Initiate outreach strategies and address enrollment barriers [Assigned Task & Deadline].
* **Investigate transportation challenges and potential solutions to support Pre-K families.**
* **Plan and organize a drive-through parade in front of the school.**
* Assign each grade level a table to distribute handouts and engage with families.
* Work with staff to create banners and signs.
* **Mr. Trople to explore opportunities for radio or live media promotion of Osborne.**
* **Continue discussions on Pre-K and lower-grade level inclusion in TES focus groups.**
* **Ensure daily implementation of the WRITING component across all grade levels.**

**5. Adjournment**

* Meeting adjourned at **11:38 AM**.