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**Houston Independent School District**

**Community Services School**

**SDMC Meeting – Friday, September 10, 2021**

Meeting was called to order at 3:26 p.m.

**Attendees Present:**

Cicely Williams, Principal and Chairperson

Brian Wilson, Assistant Principal and Co-Chairperson

George Caldwell, Teacher

Jaime Mardis, Teacher

Margarita Castaneda, Non-Instructional Staff

Roel Garcia, Community Member

Brandi Gipson, Business Partner

**Absent:**

Mauricio Gonzalez, Parent

Tabitha Hobbs, Teacher/Department Cahir – joined at 3:44 p.m.

**Approval of Agenda:**

The agenda was unanimously approved and distributed.

**Approval of Minutes:**

No previous minutes to approve.

**Business:**

* Meeting began with introductions of the 2021 – 2022 SDMC members
* Campus School Improvement Plan (SIP) was reviewed by Ms. Williams for approval by SDMC members
* Pages 3,5,6,7 and 9; campus goals were reviewed and explained by Ms. Williams
* Page 13 reflects the board set goals for this campus
* Community Services is not a Title 1 campus
* Mr. Garcia and Ms. Gipson will receive a copy of the SIP as requested
* No questions or concerns for the SIP were given
* SIP will be submitted to campus SSO on Monday 9/13/21
* Mr. Mardis asked how many sites/facilities we service at this time, Ms. Williams explained we service 14 different facilities and 2 of the programs used by this campus are APEX and Pearson Online Learning.
* Plans for the 2021 – 2022 school year were shared
* Ms. Gipson offered her services as a real estate agent to our campus although at this time she is not sure how she can integrate her profession with our campus. Ms. Williams suggested a Wraparound connection for her as well as participation through the VIPS program for our campus.
* Mr. Garcia would like to review the campus SIP to have a clear understanding and become familiar with Community Services to determine what areas he can help with and participate through the VIPS program on our campus.
* Ms. Williams will share a school brochure with Ms. Gipson and Mr. Garcia
* Ms. Williams suggested a school mascot for our campus. Mr. Caldwell and Mr. Mardis will send a survey to all faculty and staff to submit a request by October 1st a vote will follow.
* The Community Services Faculty/Staff Handbook was reviewed for amendments
* Page 7 will reflect the change with the Early Dismissal Request; Faculty/Staff members are to communicate directly to their appraiser and must be approved prior to taking early leave request.
* Page 6 will reflect the change; Administrator’s name to homebound students, Elementary/Ms. Heather Harrelson, Assistant Principal and Secondary/ Mr. Brian Wilson, Assistant Principal.
* Page 16 bullet 12 will be updated
* Next SDMC is meeting scheduled for November

**Meeting adjourned at 4:12 p.m.**