



Houston Independent School District

Community Services School

SDMC Meeting – Monday, September 12, 2022

Meeting was called to order at 3:30 p.m.

Attendees Present:

Cicely Williams, Principal and Chairperson

Jaime Mardis, Teacher

Dr. Jimmie Smith Assistant Principal and Co-Chairperson

Catherine Josey, Teacher/Department Chair

George Caldwell, Teacher

Margarita Castaneda, Non-Instructional Staff

Absent:

Mauricio Gonzalez, Parent

Rogelio Garcia, Community Member

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 2022 – 2023 SDMC members
- Campus School Improvement Plan (SIP) was reviewed by Ms. Williams for approval by SDMC members
 - SIP was copies will be sent to all SDMC members
- Faculty and Staff Handbook Amendments
 - Dr. Smith reviewed amendments made to the faculty and staff handbook
 - Page 10 – Extra Duty pay, and OT must be pre-approved by Principal Williams
 - Page 11 – Professional Communication

- Page 29 – Testing window chart
 - Dr. Smith will upload all changes into Canvas
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- Next SDMC Meeting is scheduled for November 2022

Meeting adjourned at 4:05 p.m.

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