

Hilliard Elementary

SDMC Meeting

Minutes

Feb. 14, 2023

1. District Advisory Committee Nominee
 - a. G. Citizen Campus Representative – Ms. Citizen is our campus level DAC nominee. She'll appear on the district wide ballot that goes out during the week of February 20th.
2. Teacher Prep Day
 - a. Feb. 20 – Administrators are working to confirm the agenda for their respective grade levels and/or content areas. Most teachers will remain on campus for their professional development, while specific teachers have been identified to attend off campus face-to-face and virtual sessions.
3. HISD Intent to Return Survey
 - a. The district's Intent to Return Survey launches Feb. 15th and is open until March 10th. Per last year, the district is offering incentives for early notification.
 - b. Hilliard will launch their campus-based Intent to Return Form during the week of Feb. 20th. This is an optional form that teachers may complete to communicate their plans for the next academic year. The form will be submitted directly to Ms. Kimble or Ms. Brown.
4. Open Transfer Period
 - a. The district's Open Transfer period will begin March 20th and conclude April 28th. Employees wishing to move campuses internally should adhere to the process as defined by the district.
5. Summer School Important Dates
 - a. The below dates were recently published for the upcoming Summer session. As in year's past, Hilliard will serve as a host campus.
 - i. Teacher Prep Day June 2 (ESL PK/K)
 - ii. Teacher Prep Day June 5th (K-5th)
 - iii. Student Dates ESL PK/K – June 5th – July 3rd (16 days)
 - iv. Student Dates K-5th – June 5th – July 3rd – (15 days)
 - v. 730A – 3P
 - vi. Student/Staff Holiday – June 19th
6. 23-24 Academic Calendar
 - a. The district released the 2023-2024 academic calendar. Digital copies were emailed to all current HISD personnel.
7. Hilliard Cellphone Policy

- a. The campus is rolling out a new cellphone procedure for 2nd-5th grade students. This During the week of Feb. 20th, all 2nd-5th grade students will receive a box of Ziploc bags and a bin to house collected cell phones at the start of the instructional day. The collected phones will be returned at the end of the day. Students who are caught walking, throughout their instructional day, with their phone on their person will be asked to give the phone to an administrator and required to pay a fine as noted in the Student Code of Conduct.

Members in Attendance – Kimble, Knight, Day, Searles, Moore, Jackson, Parks