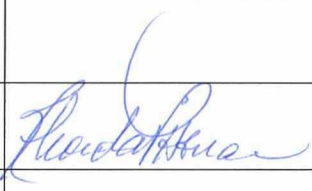
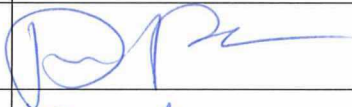

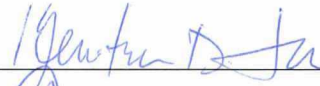
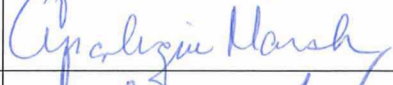

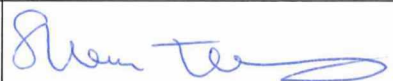


Victor Garcia, Principal  
(713) 226 – 2600



1115 Noble Street  
Houston, TX 77009

**SDMC**  
**April 28, 2023**  
**Sign-In**

Position	Name	Signature
Principal	Victor Garcia	
Community Member/Parent	Jessica Cruz	
School-based Staff	Rhonda Pittman	
Classroom Teacher	Sheera Winn	
Classroom Teacher	Diana Polanco	
Classroom Teacher	Ebony Wallace	
Classroom Teacher	Kenitra Jackson	
Classroom Teacher	Angelique Marsh	
Classroom Teacher	Shemika-Wade	
Business Partner	Margaret Goergan /Baker Ripley	
Non-Instructional Staff	Shawn Thorns	



## Shared Decision-Making Committee Meeting Quarter 3: April 28, 2023

### Minutes

The meeting began at 4:20 p.m. in the principal's office.

Mr. García thanked and welcomed everyone to the third SDMC meeting of the 2022-2023 school year. The meeting agenda was reviewed.

**Introduction of Members.** Mr. García introduced himself. Then, each member was asked to re-introduce themselves, including their position and to share how their year has been going.

**Review of Norms.** The meeting norms were reviewed: Be on time. Be an active listener. Be engaged and actively participate. Keep your phone silent. Take care of your needs. Be supportive and collaborate. Members agreed to the norms. No additions/deletions/modifications were made at this time.

**Purpose.** Mr. Garcia briefly explained the purpose of the meeting to revisit the current campus expectations for staff and students and discuss strategies for reinforcing them. Mr. Garcia explained the importance of including SDMC members and other stakeholders to amend current handbooks (Faculty/Staff and Parent/Student). Mr. Garcia communicated that this meeting will be the beginning of an ongoing process that will eventually lead to a unified guide for faculty, staff, parents, and students.

**Review of Current Campus Expectations for Staff and Students.** Mr. Garcia provided an overview of his vision of campus expectations for staff and students. These expectations include the importance of respect, accountability, responsibility, and cooperation. These expectations are conveyed through the faculty handbook and student handbook as well as through other forms of communication within the classroom. Mr. Garcia provided each SDMC member a copy of the current faculty/staff handbook, parent/student handbook, and code of student conduct.

**Discussion on Areas of Improvement for Expectations.** The group discussed various areas that could be improved in order to better enforce the campus expectations for students and staff. Areas that were identified included better communication with parents, more opportunities for student involvement, and clearer consequences for violating expectations.



**Brainstorming Strategies for Revisiting and Reinforcing Expectations.** The group engaged in a brainstorming session where they discussed ideas for how to revisit and reinforce the campus expectations for staff and students. Ideas included increased faculty involvement in curriculum development, greater parent engagement through newsletters and parent-teacher conference, and more incentive programs that highlight positive behavior.

**Recommendations for Implementation.** After discussing various ideas for revisiting and reinforcing the campus expectations for staff and students, the group made several recommendations for implementation. These included developing touchpoints within the community, establishing expectations-oriented meetings on the school calendar, and creating initiatives focused on consistent communication to all stake-holders.

**Next Steps and Follow-Up Meeting.** Mr. Garcia concluded the meeting by thanking the attendees, reviewing the action items and discussing next steps. These included communicating the action items and new strategies to the faculty, parents, and students. Another meeting will be scheduled in before the end of the academic year to follow up on the implementation of these strategies and review the progress made by staff and students in adhering to the campus expectations. The SDMC members were each given the task of making recommendations and edits to the current handbooks.

Meeting ended at approximately 5:30 pm.