



**SHARPSTOWN**  
INTERNATIONAL SCHOOL  
8330 TRIOLA LANE, HOUSTON, TX 77036  
PHONE: 713-778-3440 FAX: 713-778-3444



## Shared Decision-Making Committee Meeting Minutes

Date: February 23, 2024

Time: 7:30 am -8:15 am

### 1. Superintendent Meeting Updates.

Superintendent Meeting Updates: Dr. Landa spoke about his recent principal meeting that addressed a number of things including the teacher proficiency screening that would take place on every NES campus. The screening would encompass classroom instruction, professionalism, and student performance. For the upcoming year, at least 75-80% of staff at NES campuses would have to be rated Proficient and above. Open transfer for all non-NES campuses would occur 4/8-4/28. Job fairs have begun and will continue roughly bi-monthly through the rest of the years. As a non-NES campus, we will have to make decisions on all curriculum purchases. Departments will begin to share their lists and priorities of curriculum needs so that budgeting for curriculum resources can begin as soon as possible. We are scheduled to receive next year's budget on the 3/19.

### 2. Letter of Intent

It was shared that school staff received an email asking for their intent to return for the upcoming school year. The responses to this survey were not binding but gave our district an indication of vacancies for the upcoming year. These letters are mandatory and need to be completed by March 1<sup>st</sup>.

### 3. Testing

It was mentioned that all departments need to plan for the beginning of testing windows. In the past, we could often choose and calendar which days exams were given as long as they fell in the window. However, we are now required to give exams on the district approved date, which often falls at the beginning of these windows. These dates are non-negotiable.



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#### 4. IRT Observations/ Scores

We discussed that our recent visit's score was lower than the first score we received, 11 vs 7. The feedback shared was that classes were well managed, instruction was occurring, though few classes incorporated writing and did not complete their DOL. We will emphasize writing for all disciplines. This was an area we have in our action plan and needs attention because we know that would be best for students and to support disciplines that will see SCR and ECR on the upcoming EOC/STAAR exams.

#### 5. Short Constructive Responses

This, again, was an area we discussed as mentioned above. Dr. Landa did a professional development session on this last Monday. He, too, will continue to speak about it in the morning announcements and communication the need to have more writing in the classroom. For SCR, the CER and ACE strategies work well. The student is responsible for answering correctly in a complete sentence and utilizing evidence from the passages in their responses.

#### 6. Student Volunteers (Mr. Johnson)

It was brought up that students who are failing or have poor attendance are being allowed to assist with events, such as the competitive food sales. We will move forward and ensure all club sponsors provide a list of students volunteering so that we can share and all teachers will have an opportunity to review before the event.

It was also brought up that several staff members signed contracts that included stipends of \$500, \$1500, and \$3000. They are asking if they will receive these. On 2/26, we learned that yes, these will be paid out and will follow up with our district to make sure all staff members that met the criteria and signed by the deadline receive the stipend.