

**Ortiz Middle School
SDMC Meeting
May 24, 2018**

Meeting Minutes

Attendance

<u>Name</u>	<u>Title</u>	<u>Present</u>
Myriam Arvizu	School-based staff	Y
Amanda Benitez	Non-instructional staff	
Lisa Boze'	School-based staff	
Revordia Denson	Teacher	Y
Samuel Dominguez	Principal	Y
Jennifer Espindola	Parent	Y
Tina Garcia	Chairperson	Y
Marlene Gutierrez	Teacher	
Jesseye Brown	Teacher	Y

<u>Name</u>	<u>Title</u>	<u>Present</u>
Evelyn Hart	Teacher	
Michael Johnson	Teacher	
Natasha Johnson	Parent	Y
Erin Mayo	School-based staff	Y
Gabriel Ortiz	Business Member	
Rudy Reyes	Community Member	Y
Devin Williams	Teacher	Y
Rewa Booher	School-based staff	Y
Azucena Canales	Teacher	Y

Ms. T. Garcia opened the meeting at 3:46 p.m.

Mr. Dominguez welcomed the members to the meeting. Ms. T. Garcia read the minutes from the March 2018 meeting. Ms. Mayo moved to accept the minutes as written. Ms. Booher seconded the motion. The minutes were approved as written.

Budget Update

We are going back to using the PUA model instead of the FTE model. With the PUA model, we are not going to have to let any personnel go through the RIF process. We closed five positions, which will increase the teacher to student ratio by a few students per class (20 – 25 total students per core class).

Bell Schedule

The District mandated our bell schedule. The instructional day will be from 8:30 – 3:50. We will have a zero hour from 7:15 – 8:25 AM.

Instructional Schedule

Periods will continue to be 67 minutes long to meet the IB requirement of 50 hours minimum for each of the eight core IB subjects. Teachers will teach 5 out of 6 periods, with one 67-minute PLC/conference period daily. PLC's will be by department. Transition time between classes will be three minutes instead of four. Ms. Johnson asked about the phases in language acquisition. Ms. Mayo explained that students are placed by ability versus grade level (beginner, intermediate, advanced, AP). We will also be adding a section of French this upcoming year. Mr. Williams asked about the social studies interventionist. Ms. Mayo explained that the interventionist will work with 6th, 7th, and 8th graders on American History. Mr. Dominguez added that one section will be the dyslexia intervention course as mandated by the District.

Dress Code

7th grade shirts will switch from white to gray. 6th grade shirts will remain red; 8th grade will remain navy blue. Ms. Mesa is working on ordering magnet logo polos and t-shirts for purchase. The rest of the dress code will remain the same. Pants will be navy, khaki, or black. Jeans are allowed on Fridays with spirit or college shirts. No joggers are allowed. Jackets must remain open. No hoodies allowed. Backpacks must be clear or mesh.

Parent Involvement/HISD Community Partnerships

Mr. Steen has worked on a letter, but he will not be returning to Ortiz next year. Someone else needs to take over. Ms. Garcia reached out looking for a standardized letter and found HISD Community Partnerships. They will work with campuses to assist in many ways. Just this past weekend, they provided us with a contact who provided water and snacks for the JDRF walk. Mr. Reyes wanted to know if the contacts were from the community. Ms. Garcia said yes, that they found the nearest Randalls/Albertsons who could donate. Mr. Reyes wants to build relationships with our community and local businesses and get them on campus. He would like to have these relationships built instead of reaching out to local businesses only when we need assistance. Ms. Canales mentioned that she wants to bring parents in for breakfasts, coordinating parent conferences on early dismissal days, etc. Mr. Dominguez shared that we are building those relationships. We had a district-wide fine arts luncheon on campus yesterday, which was donated by a local business, Specs. We also have a partnership with the Houston Symphony and the Houston Ballet. We also have someone with Strategic Partnerships who works part time with us to build those relationships. Ms. N. Johnson wanted to know what we were doing to support the core subjects. She suggested a parent cohort since we do not have a PTO. Mr. Dominguez said he would love to have a PTO at Ortiz. Ms. Mayo asked Ms. N. Johnson if she was willing to get a PTO started here at Ortiz. She said she was.

Other Issues/Concerns

Mr. Reyes wants to expand the community involvement by starting with a monthly coffee with the principal. Mr. Dominguez said he's very willing. In the past, we have only had a few parents participate. We would like to build from that, but Mr. Dominguez also wants us to be mindful of our community. Many have multiple jobs so meetings would have to be scheduled for after school/evening. We try to communicate through flyers, the website, call outs, and Twitter. Ms. Canales suggested asking for parent commitment during Open House for various activities throughout the school year. We can have a VIPS station set up for parents who are willing to volunteer.

No other issues were brought forward.

The meeting adjourned at 4:47 p.m.