

## Daniel Ortiz, Jr. Middle School



### SDMC Meeting

June 10, 2020

3:00 p.m.

Virtual Meeting via MS Teams



## MINUTES

Ms. T. Garcia opened the meeting at approximately 3:02 p.m.

**Welcome** – Ms. Garcia welcomed everyone to the meeting and announced that this would be the final SDMC meeting of the 2019-2020 school year.

### **School Year 2020-21 Planning**

**ManageBac** – As discussed during the last SDMC meeting, the issue of purchasing ManageBac for the new school year was addressed. ManageBac is a software system that is designed to facilitate planning through the IB framework. It includes components for recording and reporting grades, documenting student progress for the required community projects, and a means to communicate with parents and students. After discussing the pros and cons of the program and budget implications, the committee decided against the purchase for the upcoming school year instead opting for the development of an in-house system that will help teachers track grades through the IB system.

**School Song** – Mr. Fusilier, choir/piano teacher, composed a song that was played for the committee to consider adopting it as our school song. The committee liked the lyrics but felt that the tempo of the music was a little slow and would like to request that Mr. Fusilier works on a more upbeat and contemporary composition before adopting the song as our official school song.

**Cell Phone Policy** – Cell phone use of students has been a long-standing issue. Many students use their phones inappropriately during the school day. Some teachers allow cell phone use during their class while others do not. The inconsistency results in a cell phone policy that is often difficult to enforce. After discussing the issue, the committee decided to leave the wording in the Student and Parent Handbook as is because it is broad and follows HISD cell phone policy. The wording in the Faculty Handbook will be revised to clarify expectations about cell phone use in the classrooms. In addition, the committee suggested including the cell phone policy be sent home in the beginning of year information packets for parents to read and sign as their acknowledgement of the policy.

**Student Dress Code** – The dress code was reviewed by the committee. It was decided that Friday jeans day would not be allowed so that was removed from the Student and Parent Handbook. For the new school year, jeans will be used as a reward on designated days and will be announced to students and parents ahead of time. As with the cell phone policy, the committee suggested including the dress code policy be sent home in the beginning of year information packets for parents to read and sign as their acknowledgement of the policy.

**Handbooks** – Ms. Garcia reviewed the components of the Student and Parent Handbook with the committee. Minor changes needed were noted based on input from the committee. The handbook was to be revised by Ms. Garcia and then forwarded for printing by the HISD printing services department. Ms. Khaliq reviewed the Faculty Handbook with the committee and stated it would be forwarded for print along with the Student and Parent Handbook.

**Remind App** – Ms. Garcia reviewed the functionality of the Remind app, which is used by many educators to keep in contact with parents and students. The purchase of the schoolwide version of the application would allow us to send notices to parents in group messages as well as to specific groups as needed. The committee agreed that a single source for contacting parents and students would be beneficial to the campus, especially with the possibility of another remote learning environment. The committee approved the budget expenditure of purchasing the schoolwide version of Remind for the upcoming school year.

**Other Issues/Concerns** – No other issues or concerns were brought forth to the committee.

The meeting adjourned at approximately 4:45 p.m.