



10044 Wallisville Rd. • Houston, TX 77013

J.W. Oates Elementary

Houston Independent School District

Melissa Melchor, Principal

www.houstonisd.org/oates

713-671-3800 • Fax: 713-671-3803



SDMC Committee Minutes

Wednesday, November 29, 2023

4:15pm-5:25pm

SDMC Committee met on Wednesday, November 29, 2023. Members present were Ms. Melchor, Ms. Randolph, Ms. Johnson, Ms. Gaspar, Ms. Cameron, Ms. Gonzalez, and Ms. Turrubiarres.

Ms. Melchor thanked Ms. Puente for joining us as a guest. Ms. Melchor formally introduced Ms. Puente as our new Wraparound specialist. Ms. Gaspar was also introduced to the committee as a parent and PTO member.

Ms. Melchor opened the meeting by going over our CIP. Ms. Melchor discussed the school goals for the school year 2023-2024. All members were in agreeance to move forward with the presented goals.

Ms. Melchor then informed the committee about the Superintendent's visit. Mr. Miles visited the classrooms. Student conversations were observed in Ms. Gonzalez's class. Mr. Miles spoke to students in the team center. He gave out some suggestions for the team center's improvement and suggests that students may walk on their own to the team center. Superintendent Miles saw our children happy and relaxed not stressed. Superintendent Miles said we might be able to have a dance and photo instructor. We already have cameras for photography class on campus. We now have spin class and yoga along with music theory. He was happy to see that all rooms had the objectives and DOL's posted. Zoom cameras were on the whole time.

NWEA testing will be held in January. District wants us to treat it as if it was a STAAR Test. No classroom interruptions and no announcements. No visitors and no deliveries during the day.

Ms. Gonzalez communicates about having the math night in March and Science night in May. They want to split the two nights to actually be able to conduct experiments with the children during science night.

GT Testing information has been going out to parents for the past two months to recommend their child. As of now Ms. Randolph has only received eight recommendations. Testing may be conducted in the afternoons and possibly on a Saturday, December 9, 2023.

Ms. Randolph informs the committee about a FACE Walkthrough on December 13, 2023. She'll be inviting parents to be part of the campus observations.

Ms. Randolph also informs committee that PTO parents are willing to come and help and they are asking when they can have a fundraiser. An after-school dance for winter or Valentine's in February. Ms. Randolph requests that the building be open on Saturday, December 16, 2023 for Navidad en el Barrio, from 7:30am -2:00pm.

In the upcoming events we have the 12 Days of Christmas. The event schedule has been submitted to Ms. Flores, ED, for approval. Once it is approved, we will share with staff and parents for students to participate.



J.W. Oates Elementary

Houston Independent School District

Melissa Melchor, Principal

10044 Wallisville Rd. • Houston, TX 77013

www.houstonisd.org/oates

713-671-3800 • Fax: 713-671-3803



Ms. Cameron asked about classroom parties and volunteers. Teacher can choose to have it on the 20th or 21st with a minimum of volunteers. Only parents and they must be VIPS cleared.

The Winter program is scheduled for December 14 at 5:30pm. Ms. Puente will reach out to neighbor company to let us borrow their parking lot. Ms. Melchor did ask Furr HS for their auditorium, but they have an event that day.

Lunch schedule for parent continues the third Friday of the month, PK-2nd and the 4th Friday of the month for 3rd-5th.

Discipline continues to not be an issue. Teacher and student building relationships is helping in keeping our discipline under control.

Dyad instructors need to actively participate and be attentive to the students. They have included fitness into their activities.

During the Fire Drill an observation on exit doors was made and work orders were called. The doors were not latching on their own. If a classroom teacher has students with another teacher or staff member during a drill, this must be informed to the person with a radio in their area. All students and staff need to be accounted for during the drill. All classroom doors and offices need to be closed and lights turned off, if possible.

The fence by the blacktop has been called for repairs.

No other concerns or deliberations were discussed.

Meeting adjourned at 5:25pm.

Minutes submitted by Claudia Turrubiarres