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Campus Improvement Plan (CIP) Meeting

MINUTES FORM

CAMPUS NAME: Love Elementary School

MEETING LOCATION: Library

DATE AND TIME: 10/17/2024

PERSON RECORDING MINUTES: Cepeda

MINUTES:

Mr. Platt started at 3:22 pm reviewing the agenda items.
2. Reviewed the minutes for September 5, 2024. These will be available soon. Ms. Cepeda is working on it.
3. 2024-2025 SDMC set up, guidance, and next steps. This time, I want to focus on the faculty handbook and I want to give a hard copy to each of the staff so they can give their feedback for next year. Today, a parent emailed me about homework and I responded that I would review the handbook about this and found that it is a mess and contains too much. That is why we need to review the faculty handbook to focus on campus expectations.
4. 2024-2025 Budget. The school's enrollment affects the budget. The projected enrollment is 337 students and now we have 333, but on Monday we will register 4 more students. We need to maintain 337 students so we don't lose money. In pre-kindergarten we have 14 students that don't count in our enrollment because they are paying tuition fee. The money received goes to HISD but it is to pay the pre-k teachers.
5. 2024-2025 Staffing. We are in the process of hiring a teacher's assistant and a clerk. This week we start doing interviews.
6. 2024-2025 Professional development. We will be scheduling the professional development with the teacher leaders and administrators and we are not going to pay for professional development. So, any money we want to spend must be approved by the SDMC committee.
-Dr. Chapa, my boss is leaving at the end of the month for family reasons. HISD will be assigning a new central feeder to our campus.

PARENT SUGGESTIONS/RESPONSES:

Mr. Anderson asked if the hiring freeze process is over? Mr. Platt responded yes. We are ready to start the hiring process and are conducting interviews this week. I have already sent in the documents to hire a teacher and we are waiting for this to be finalized because HISD is asking for certifications.
Ms. Dirba asked if it is possible for the next PD day to do parent-teacher conferences. Platt responded that he would find out. Dirba continued that regarding technology, are we going to have a person in charge of technology? Platt said Mr. Zach is going to continue to help us with this.
A parent commented that it is good that we already have a nurse. Mr. Platt added yes and commented that the nurse is already preparing a training on administering epi pen.
A parent asked what is the current enrollment? Platt responded 333 students. Ms. Cepeda said that we will have 4 new students next week. When does the enrollment window for pre-k close? Platt responded that he was not sure. A parent explained that they were announcing it on the HISD website and that it would be November 1st.
-Mr. Argueta shared that he has worked at Cane's for over ten years and if we need anything, we can contact him. He informed that Cane's would be sponsoring two spirit nights.
Platt concluded by thanking all the members for their participation in this meeting.

NAME OF INTERPRETER (IF PRESENT): _____

SIGNATURE OF PRESENTER: Platt

DATE: 10/17/2024