



Shared Decision Making Committee (SDMC) Meeting

Date: February 07, 2025

Time: 2:30 pm - 4:00 pm

Location: B.K. Bruce Elementary

Teams Meeting ID:

Passcode:

Agenda/Minutes

Topic	Minutes	Presenter	Minutes
Introductions and Purpose of the Meeting	5 mins	Dr. Lauren M. Hooks, Chairperson/Principal	Principal Hooks opened the meeting with introductions of each member of the SDMC committee.
Teacher Excellence System (TES)	45 mins	Dr. Lauren M. Hooks, Chairperson/Principal	Overall review of the first TES draft. (2) Review of Distinguished Teacher Review rubric . (3) Review of Planning & Professionalism rubric . At the end of the review, the SDMC, submitted an exit ticket HERE with high-level takeaways.
Campus Action Plan	30 mins	Dr. Lauren M. Hooks, Chairperson/Principal	Review of last year's plan. Possible changes for 25-26 school year
Pre- K Enrollment	35 mins	Dr. Lauren M. Hooks, Chairperson/Principal Gypsy Gongora, Pre- K Teaching Assistant/Pre-K Recruiter	Gypsy Gongora will attend the Pre-K festival on Saturday, February 08, 2025 to recruit pre-k students for Bruce. The committee shared ideas to recruit pre-K students.
Questions	5 mins	Dr. Lauren M. Hooks, Chairperson/Principal	Hooks asked the committee if there were any questions. No questions. Meeting adjourned at 4:00 pm



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SDMC/FACE Committee Members

Title	Name	Position	Email Address
Chairperson	Lauren M. Hooks	Principal	Lauren.Hooks@houstonisd.org
Parent	Jammie Gardner	Parent	Jammiegardner77@gmail.com
Business Representative	Guy Harrison	Business Representative	hguy@fifthwardcrc.org
Teacher	Jaree Marxman	Teacher	jaree.marxmanbandy@houstonisd.org
Non-Instructional Staff Member	Gypsy Gongora	Non-Instructional Staff Member	gypsy.gongora@houstonisd.org
School-Based Professional	Staci Menefee	School-Based Professional Counselor	staci.menefee@houstonisd.org
Special Education Representative	Malissa Miller	Special Education Representative	Malissa.Miller@houstonisd.org



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SDMC/FACE Committee Members Sign In Sheet

Title	Name	Position	Email Address	Signature
Chairperson	Lauren M. Hooks	Principal	Lauren.Hooks@houstonisd.org	Present (In Person)
Parent	Jammie Gardner	Parent	Jammiegardner77@gmail.com	Present (In Person)
Business Representative	Guy Harrison	Business Representative	hguy@fifthwardcrc.org	Present (Virtual)
Teacher	Jaree Marxman	Teacher	jaree.marxmanbandy@houstonisd.org	Present (Virtual)
Non-Instructional Staff Member	Gypsy Gongora	Non-Instructional Staff Member	gypsy.gongora@houstonisd.org	Present (Virtual)
School-Based Professional	Staci Menefee	School-Based Professional	staci.menefee@houstonisd.org	Present (Virtual)
Special Education Representative	Malissa Miller	Special Education Representative	Malissa.Miller@houstonisd.org	Not Present
Project/Program Manager 1 FACE	David Bell	FACE		Present (In person)