

**Sylvan Rodriguez Elementary School
Shared Decision-Making Committee
Date: May 23, 2018**

Protocol

1. Sign-In
2. Assign secretary to take minutes
3. Call meeting in order
4. Secretary calls roll
5. Agenda item review
6. Committee reports review
7. Deliberations/vote (if necessary)
8. Action to be taken and by whom
9. Next meeting date
10. Call meeting to adjourn
11. Adjourn Meeting

Assign secretary to take minutes		Who? Iqbal	
Call to order		Time? Ledesma 3:50	
Secretary calls roll- Who is absent? Mark "A"			
Name	Title	Name	Title
Buley	Principal		Paraprofessional
Iqbal	Teacher	Gonzalez	Support
Trivino	Teacher	Villa	Support
Ledesma	Teacher		Support
Lambarri (sub)	Teacher	Tello	R 4 Success
R. Rodriguez	Teacher		Neighborhood Schools
Salcedo (sub)	Teacher		Parent
Agenda items-Buley		SDMC Election ballot count Staffing Update Committee Reports	
Committee Reports Team Leaders		SDMC Election results: Pre-K : Sola Kinder: Narvaez 2 nd : Martinez 5 th : Ordonez CE: DeDios Note: Alternate is Zamora All other grades have members who are serving another year. UPDATE On STAFFING: Pre-K thru 2 nd is fully staffed. 3 rd thru 5 th , there are 5 vacancies. If Ms. Buley won't find a suitable candidate, she will assign core-enrichment teachers to fill the vacancies.	

Safety Committee Minutes:

- Last HISD Building facility Inspection: Mold and Air Quality inspections. There was no mold found, and some vents were needed cleaning. Ms. Mendoza is taking care of the vents. Report any other concern to administration.
- Training in April about active shooter and intruder. Ms. Espinosa and Ms. Villa attended this training. Hurricane season handout was shared in the training.
- Checklist of essential materials during any disaster was shared. Budget committee will review and approve the cost of the material.
- Discussed Santa Fe High School and decided to be more alert about the students and what they are bringing from home. The district wanted to do another intruder drill but committee voted no for this time. For next year it should be done once a month. SDMC voted have another Intruder drill in this school year. Teachers are advised to revise the guidelines. There will be an intruder drill on the last week of school.

School Culture Committee:

End of the ceremonies will be held in the gym. Pre-k and Kinder will be in the classrooms. The certificates will be distributed for the following criteria:

- Honor Roll
- Attendance
- IB Attitudes
- AR

Top Readers will get books and backpacks.

1st Grade: 8:30 AM Tuesday

2nd Grade: 9:30 AM Tuesday

Parent Involvement Committee:

FACE is HISD department to develop family friendly school.

Rodriguez Elem. earned a Gold Star for Family Friendly School through the great efforts of Mr. Mejia and Ms. Fuentes.

Brighter Bites were extremely happy with the implementation of the program at Rodriguez.

They awarded Silver Recognition to SRE. They will continue our partnership next year.

	<p>Wellness Committee:</p> <p>Recipe for Success</p> <p>4th graders will visit HOPE farm on Thursday 5/24/18 for 3 hours and they will work and cook there with the help of a chef.</p>
Deliberations/Vote	None
Action Steps	Share email with staff and post minutes.
Next meeting	None
Call to adjourn	Ms. Trivino
Adjourn meeting	4:55 PM