

SDMC Minutes – 1/22/2018

- I. Meeting called to order at 3:30 PM
- II. Approval of last month's minutes. Motion to approve the meeting minutes from 11/27/17 was seconded and passed.
- III. **Committee Reports**
 - a. **PAT (Meacham/Gonzales)** – The PAT meeting took place on 12/11/17. Committee members were given a tour of the new construction on the 3rd floor. Groundbreaking ceremony will be a Wall Signing ceremony in the Commons at 5PM on 2/28/2018. Alumni, former teachers, community members will be invited. The PAT meets quarterly now that construction is underway.
 - b. **Safety Committee (Reyna-Urbina)** – This committee has been created as a separate entity from SDMC. Mr. Tesson is the head of the committee with Ms. Reyna representing the SDMC. Their first priority is to update the fire drill exits following all the classroom changes over the December break.
 - c. **Instructional Council (Gonzales, Haenicke/Meacham)** – The department chairs for all tested areas (Math, Science, Social Studies and ELA) met to discuss the December retest scores and to plan intervention/support for those students, especially seniors and juniors, who still need to pass one or more tests. Saturday tutorials for Algebra 1, Eng 1 and Eng 2 will begin in February, Mr. Okoli is meeting individually with each senior to create a plan for success and a senior assembly will take place on Friday, 1/26. Departments are working on additional ideas to best support both re-testers and first-time testers.
- IV. **Old Business N/A**
- V. **New Business**
 - a. **Faculty meeting** will be held after school on December 24th.
 - b. **Temperature regulation** – It was noted that many classrooms are experiencing extremes in temperature – either too hot or too cold. Please contact Mr. Okoli with any issues and he and Mr. Vazquez will find the correct people to address the problem. Please remember that none of the hallways are heated or cooled.
 - c. **Other building issues** – The **elevator** near the Girls' Gym is broken after having been used by the construction team as a freight elevator. The elevator is being repaired. Major **plumbing** issue on the first floor resulted in auditorium carpet being damaged. Ms. Gonzales is working to get HISD to replace the carpet. **Construction noise and dust** is an issue for many teachers.
 - d. **Culinary lunches** – Many thanks to the Culinary team for the delicious and nutritious lunches.
 - e. **Absent substitutes** – We are experiencing a major issue with unfilled substitute positions and/or subs who themselves are absent. This creates a need to cover classes that is sometimes (especially on Mondays and Fridays) very difficult to fulfill. Ms. Gonzales solicited ideas from SDMC. Suggestions included: 1) ask Ms. Suazo to create a list of reliable subs and encourage teachers to request those people. 2) create a list of "teacher subs" who would be willing to give up a non-PLC/department planning period in exchange for extra duty pay. 3) When necessary, split classes and disperse students to other classes at the same period. 4) revisit the idea of a "leadership cohort" of teachers who are interested in exploring administration and want some additional experience 5) make sure that absent teachers reach out to PLC, department or neighboring teachers for assistance.
 - f. **ID badges** – Many students still do not have ID badges. Mr. Okoli is working with Cortez/Arnold to get ID pictures taken of those students. Once all students have badges, then expectation is that every student will wear his/her badge every day. Incentives/consequences might include – extra points on assignments for wearing ID badge daily, no ID/no RR pass (can't be in the hall without your pass), no ID/no lunchtime meetings. Many teachers expressed the need for a clear, consistent policy from day one of school that students, parents and are informed of from the beginning of the school year.
 - g. **Electives Fair** – Ms. Wight proposed that we have an evening event for students and parents that highlights the pathways and endorsements for student graduation plans and that gives elective teachers the opportunity to showcase the benefits of their courses. Ms. Wight will create a proposal for this event.

- h. **Pathways, Endorsements and Graduation Plans** - Counselors are waiting on HISD to clarify specifics of some of the pathways and endorsements. Upcoming 9th grade field trip will have time built into the schedule to discuss graduation plans, pathways and endorsements with the students.
- i. Other items that SDMC would like to address in the future include: cell phone and electronics use policy.

VI. **Good and Welfare – N/A.**

VII. **Meeting adjourned.**

**SDMC Members in attendance
on 1/22/18**

Machell Blackwell – Community
Cecilia Gonzales – Principal
Shannon Wight – Fine Arts
Louisa Meacham – ELA
G. Mindiola – Social Studies
A Medina – Social Studies
Shanna Morgan - Admin
Sandra Reyna-Urbina – Fine
Arts
Everson Lofton – Social Studies
Maren Haenicke - Math
Paloma Garner- College Center
Victor Okoli - Admin
Ryan Penner - Math
D Hill - CATE
Mary Model - Community
Venus Rodriguez - Community
Babak Far – Social Studies