

# **Browning Elementary**

## **Think BIG... Work HARD... BE AMAZING!!!**



*Preparing all PK-5<sup>th</sup> grade global leaders for a life of opportunity!*

### **SDMC/Safety Minutes: February 15, 2018**

#### **1. Safety**

*Committee members discussed the recent events happening at schools and the importance of practicing protocols for intruder drills. Staff will review all procedures for safety drills, including supervision, and ensuring substitutes are aware of protocols in case of an emergency. Ms. Martinez and Ms. Elizondo must be notified if any teacher or staff member needs a key for their classroom.*

#### **2. SIP Monitoring Milestone**

*Committee reviewed and discussed mid-year data for areas in reading, math, writing, and science. Student performance for each grade level was compared with district average, including support systems in place for each grade level. Target area for school continues to be reading for all students. School focus will include guided reading, monitoring student reading levels, and coaching. Committee also discussed alignment of resources used and effective parent/teacher communication.*

#### **3. Student Attendance**

*Attendance continues to be below 98%. Committee discussed ways the school can improve daily attendance. Incentives for attendance were discussed for both students and parents. Systems for monitoring attendance were added to help improve daily attendance.*

#### **4. Parent Surveys: Next Steps**

*Surveys were distributed to parents requesting feedback regarding academics, social events, expectations, and other information. Survey results were overall positive for all areas of the school. Identified area for immediate attention included traffic control. School has already made necessary changes for morning and afternoon dismissal. School personnel must provide effective communication, such as ClassDojo, emails, etc., to ensure that everyone is aware of student academic progress, behavior, school events, or any changes that may occur.*

#### **5. Master Calendar**

*Committee discussed end of year activities including promotion ceremonies. Team leaders for each grade level are to confirm dates for end of year activities with Ms.*

*Elizondo. (Fifth Grade Ceremony-June 1st @8:30 ;Second Grade Ceremony-May 30<sup>th</sup> @8:30)*

**6. School Culture**

*All staff members are expected to show respect toward their colleagues, students, parents, and community. Everyone can work on being a better communicator and problem solver. Time and energy must be spent on helping students thrive in becoming global leaders.*

**7. Questions & Concerns**

- *Thursday Intervention-When interventionists are unavailable a backup plan must be created so that students know where to go.*
- *Substitutes-When requesting a substitute, phone call must be made prior to 6:00 a.m. so that a substitute request may be entered into the AESOP System.*

**Members present:** *Griselda Avalos, Danielle Norris, Jocelyn Moten, Keitha McQueen, and Yvonne Saravia*