

Meeting called to order at 3:37.

Members present: I. Suerte, A. Manning, V. Landers, E. Puente, J.M. Gonzalez, D. Bentley, S. TerHerkel, A. Adams, L. Mejia

1. Welcome
 - a. Norms were reviewed
2. Safety/Security
 - a. Fire drills – We are due for a fire drill this month. Upper grades should be careful to limit noise levels during fire drills because of the safety issue. PK/K students tend to be quiet. It was suggested that teachers explain the reason for being quiet. Fifth grade is using detention to deter misbehavior. Mr. Gonzalez suggested ensuring that we have two lines exiting in each hallway (one on the right and one on the left). Try having students practice during recess and repeat until all students can exit quietly.
3. Budget
 - a. Membership, 931 students
 - b. Attendance
 - i. Decreasing: 97.8%
 - c. Bilingual Special Ed Teaching Assistant – Mr. C. Gonzalez has been hired through district funds
 - i. May need to adjust TA schedules
4. Curriculum and Staff Development
 - a. Dual Language
 - i. Second grade dual language teachers will begin attending PD in January
 - ii. PK-1st grade dual language teachers are continuing to attend PD during early dismissal days
 - b. Tutorials—Saturdays beginning in January
 - i. Title I and Fund 101 will be used to cover private tutors
 - ii. Teachers in 3rd-5th submitted their high/medium/low student names to be used for Saturday tutorials
 - c. New chief school officers have been assigned in the district, so Mr. Jason Bernal may no longer be our chief nor Ms. Palacios
5. Semester at a Glance
 - a. In progress
 - b. Mr. Gonzalez shared the current Semester at a Glance with SDMC members. It will be reviewed during PLCs tomorrow, Dec. 13th.
 - c. PLC will be held January 5th (Thursday) instead of Tuesday, January 3rd.
6. School Events
 - a. Winter Program on Thursday (two performances)
 - b. Black History Month Program & Luncheon need to be coordinated
 - c. 5th Grade Camp: April 4th-7th
 - d. Spring Fling by PTO (Carnival/Community Resources/Health Fair) on a Saturday in the spring
 - i. Teachers could fundraise
7. Questions, Comments, Concerns
 - a. Tutorials
 - i. Teachers MUST notify the front office staff members of who is staying for tutorials and on which days

- ii. Both Ms. Quinones (coordinator of tutorials) and Ms. Garza should be aware of any changes
 - iii. Semester at a Glance should state when tutorials will be held and any dates when there will be no tutorials
- b. Tardies
 - i. Many students are tardy
 - ii. Front office staff members are having to walk students to class/ancillary
 - iii. Teachers should notify their grade level administrators and have conferences with parents
- c. Literature Cafes
 - i. It was suggested that we have two performances (once per semester) with the teachers/grade levels split in half to help increase parent attendance and student participation
 - 1. Half the teachers would present in the fall and half in the spring
- d. Holiday parties
 - i. Notify front office staff during PLCs tomorrow of whether or not parents will be able to attend
 - ii. Parents must be cleared by VIPS to attend any parties

Minutes approved and meeting adjourned at 4:20.