

**Gabriela Mistral CEC
SDMC Meeting Minutes
Thursday, November 14, 2019**

AGENDA

I. Welcome

- a. Call to order: **Troutman**
- b. Time: **1:40**
- c. Introductions
- d. Members present:
 - i. Troutman**
 - ii. Maldonado**
 - iii. Noriega**
 - iv. Santos**
 - v. Aguilar**
 - vi. Gomez**
 - vii. Gilliland**

II. Last Meeting's Minutes

- a. Reading: **Gilliland**
- b. Approval
 - i. Motion: Maldonado**
 - ii. Second: Aguilar**
 - iii. Vote: unanimous**

III. Old Business

- a. Enrollment Update
 - i. Enrolled students: 357**
 - ii. Wait-listed students:
 - 1. Escamilla has started putting students on attendance contracts.**
- b. SIP
 - i. Revisit ways to utilize Head Start collaboration to support SIP goals**
- c. October Events
 - i. Beautification Day**
 - ii. Storybook Parade**

1. Troutman noted the following about Storybook Parade: when planning for the parade be mindful that the Storybook Parade is not related to Halloween. Therefore, remember to choose a book that won't be confused with the holiday.
- iii. Literacy Week
- d. Safety/Risk Management Visit
 - i. Fanny packs have arrived. Aguilar discussed how Halpin utilizes the fanny pack. Teacher assistants will pass out the fanny packs to homeroom teachers. Teachers will put first aid contents as well class roster inside the fanny pack. Room number will be put on the fanny pack and will be turned in at the end of the year.
 - ii. Correspond with Coach about scheduling a safety committee meeting.
 1. Address the release of medical records.
 2. Schedule the active shooter drill.
 3. Fence near the south end of the school is wood and difficult to open when there is a fire drill.

IV. New Business

- a. Events/Calendar
 - i. Coffee with Kristina/Title I/Head Start – November 15th
 1. PTO meeting rescheduled for November 15th to ensure a quorum is present to elect officers.
 - ii. Parent Day of Play – November 18th- 22nd
 1. Troutman wants to see the signup list to be sure front office

staff is available to monitor arrival and departure of parents.

- iii. Thanksgiving Luncheon – November 21st
 - 1. The committee discussed where to put tables for parents to maintain safety and efficiency.**
- iv. Thanksgiving Holiday – November 25th-29th.
 - 1. Snow Day will be January 31st**
 - 2. Harris County Department of Education and Rice will both have professional development in early February.**
- b. Conscious Discipline
 - i. January 17, 2020
 - ii. 3 hours of coaching and 3 hours of Feelings Buddies
 - 1. Confirmed!**
 - iii. **Summer institute: still not open as of today.**
- c. Next Meeting:
 - i. December 12, 2019 at 1:30 p.m.

V. Concerns

- a. **Seasons of Sharing:**
 - i. **When communicating with parents, please be mindful that cultures and beliefs are to be respected, as always. Additionally, be sure to include an explanation of the purpose behind an activity or performance as outlined in the PK Guidelines:**
 - 1. I.D.1. Child demonstrates an understanding that others have perspectives and feelings that are different from her own.**
 - 2. VII.A.1. Child identifies similarities and differences between himself, classmates and other children inclusive of**

specific characteristics and cultural influences.

- ii. Six days will be needed for performances. Tentative dates are December 9, 10, 12, 16, 17, 18. Create sign up.**
- iii. Each day will include 15-minute performance, either as a team or individual classes.**
- iv. Mr. Santos will need to set up risers.**
- v. Decorations due by December 5th.**
- vi. Thursday, December 19th is the tentative date for faculty celebration.**

VI. Adjourn Meeting

- a. Motion: Noriega**
- b. Second: Santos**
- c. Time: 2:42**