

NORTH HOUSTON EARLY COLLEGE HIGH SCHOOL

Shared Decision – Making Committee (SDMC)

Meeting Minutes – Tuesday, March 8, 2022

3:30 p.m. – 5:00 p.m. (TEAMS)

Recorder: Jamie Lopez

Present participants: Present: Avis Horde – Community Partner – HCC Career Services, Dr. Brooks – Principal, Ms. Coleman – Dean of Instruction, Ms. French – Teacher, Dr. Lopez – Teacher Specialist, Ms. Hawthorne – Registrar, Nurse Jones – Nurse, Ms. Tavira – Parent Engagement Representative, Mr. Weaver – Magnet Coordinator, Ms. Caulfield – Instructional Specialist

SDMC Members

Name	Title
Brooks, Samantha	Principal
Colemon, Marcie	Dean of Instruction
Garcia, Carmen	Dean of Students
Gutierrez, Cynthia	Community partner
Hawthorne, Monica	Registrar
Herrera, Sandra	Community partner - Halliburton
Horde, Avis	Community Partner – HCC Career Services
Jones, Cristina	Nurse
Jones, Jamaal	Wraparound Specialist
Lopez, Jamie	Teacher Specialist
Peters, Reginald	Community partner - HCC
Reyes, Molly	Parent Engagement Representative
Roberts, Aleicia	Instructional Specialist
Weaver, Matthew	Magnet Coordinator

I. Welcome and Principal Updates

-The debate team did well over the weekend and made it to semi-finals.

- We have a community partnership with junior achievement.
- 2 groups have pitched their entrepreneurial ideas. Junior achievement has approached our students for SEED money. They have a business proposal and have raised funds – they are embodying what it means to be an entrepreneur. Ms. Coe has provided guidance to students through this process.
- Upticks in attendance. Each week, we have seen a tenth of a point increase in attendance.
- The boys soccer team won this past weekend.
- Dr. Brooks is thankful and grateful that we're continuing the early college mission and vision.
- Summer school: dates have been set – June 13th to July 7th, 2022 – 8:30-3:10. Times are extended this year. Morning and afternoon sessions will be provided. This is the same model that we used last summer. Dr. Brooks would like to have much higher enrichment numbers – students attending HCC summer courses, seeking internships, etc. The smaller our summer school numbers are the higher the likelihood that students will have enriching summer school experiences.
- We have requested HCC courses for summer school.

II. Admin Updates

a. Dean of Students

Ms. Garcia is reviewing transcripts and checking credits.

b. Dean of Instruction

Ms. Colemon shared Camp Spark updates. We are supporting scholars who have NG's and those who have English I-II Apex courses. We are prioritizing students who need STAAR prep.

ELA: Dr. Lopez

Algebra I: Mr. Shackelford

Apex Courses for Seniors: Ms. Caulfield

*Ms. Colemon and the team sent letters home and spoke to each student about Spark Camp.

*Grade level PLC's: reviewing data and determining students who need interventions and tutorial support. Today, they completed the intervention rosters. They reviewed data to pinpoint TEKS that need work.

c. Magnet Updates

*Freshmen onboarding – Magnet Signing Day: Mr. Weaver said that there were 120 out of 130 students who attended this past Saturday. We have 64 females and 66 males of the incoming freshmen class. We're taking in 13 10th graders.

May 21st: math bootcamp. 65 freshmen have had Algebra I. Those kids will be the accelerated kids this summer for TSI. There will be an ELA minicamp this summer so that we can test them in ELA with the goal of starting them in the fall with EDUC and Mr. Ta's business class. 2 are coming in with Biology, accountability will be for the ACT.

*Gents and ZIA's also attended the freshmen orientation. They served to help families walk through process in Magnet Signing Day.

d. Registrar Updates

-Ms. Hawthorne identifies students who need credit recovery and attendance appeals, as well as keeping the parent in the loop. Ms. Hawthorne has mailed those notices out. We keep the documentation on file for auditing purposes. For records requests (verification of enrollment and transcript request), the website is working well.

-Requirements for attendance appeals have been added to the website. Each student received an individualized email for each course they have a NG in.

-Dr. Brooks thanked Ms. Hawthorne for her help.

e. College Readiness Updates

-May 6th – College and Career Fair. Students will be able to see the many career options available if they do not matriculate to a 4-year college. Each student had to apply to at least 7 colleges. We are at the phase of receiving financial aid awards. Based on those awards, students will decide which college that they will attend.

-We hope to graduate all our students with an associate degree, and we expect 100% of our students to graduate.

-Ms. Caulfield is working with 11th graders to prepare for senior year. Their 1st preliminary ranking occurs in July. Ms. Caulfield is continuing to push the students to contribute their absolute best.

III. Budgeting

-The Superintendent rolled out some information about budget freezes happening. That means each campus had money pulled due to district deficits. \$30,000 of our school money was removed so that the money could be utilized by the district. There has been recapture funding and other issues over multiple years. Last year, we had to close a position. However, we didn't lose any more staff. The goal is to keep the staff intact. Principals are in contact

with district leadership to advocate what we need for our campuses. We have a specific program that requires specific types of staffing.

-Dr. Brooks is finishing an early college principal's meeting so that the principals could work together in a united front. We are a designated early college and National Blue-Ribbon school, so hopefully, we can leverage the support needed to fund the program.

-While \$30,000 was removed from funding, there still is funding for teacher supplies, PD support, furniture needs in the Go Center (increased functional space), and Title I money will not be pulled. Nothing is pulled from bilingual or Special Ed.

IV. SY 22-23 Master Scheduling & Summer School

-Dr. Brooks will begin talks with parents about the need for the child to attend summer school. Retained students need to recover credits and get them to a point where they are back on grade level. STAAR EOC re-test will be from June 21-24.

-We are looking for a counselor and physics teacher.

-We are interviewing a physics teacher. Ms. Caulfield and Ms. Hill have collaborated so that the students are continuing to get the physics practice needed. We're working on getting a temporary person who is operating in a teacher support role who is finishing the alternative certification program. This person has a strong science background and industry experience. This person will work with students twice a week, and we have a full-time dedicated staff, Ms. Orange. The support person will help on alternating Fridays. We don't want students to lose the momentum of learning.

V. Grade Level Updates

Interventions: Ms. French-Lott discussed math and English interventions. For social studies and science, they will be finished in mid-April. Ms. French-Lott said that they are ahead of the game with HB 4545. Regarding IAT, we are seeing improvements with behavioral IAT's. For 10th grade: We are going to provide interventions for students who are failing classes and need extra courses or enrichment. Mr. Gates would like to do SEL, Ms. Coe will do project-based learning, and Ms. French-Lott will provide AP World History support.

-There are real conversations about individual students and their unique needs. We have had students who have lost siblings and parents or are experiencing mental health stress and strain. We have a social worker who is supporting students.

VI. Parent Engagement Updates

-Ms. Tavira discussed how we're doing well. We're in the process of preparing for our new PTO board members. Since we did the magnet signing day on Saturday, Ms. Tavira has a list of new parents to invite.

-We will begin having more parent meetings in-person. We still will have an evening meeting.

-We are working hard to make sure our parents are being served in a timely manner. Ms. Tavira is excited about the new things that are going to happen.

-Dr. Brooks stated that we appreciate all that Ms. Tavira does.

VII. Community Partnerships updates: HCC, Emerge, THRIVE, HCC-Career/Job Placement

-Our students are working in the Rodeo, and one of our partners will donate funds. The 2 leadership/service organizations, GENTS and ZIAs, will receive some funding. Other clubs and organizations will receive some of those funds.

-Super Girl Shine – non-profit that specifically focuses on providing equity, access, and opportunities in STEM education and career for young ladies. 2 weekends ago, at Asia Society, the ZIA's participated in a professional networking opportunity with female supervisors in STEM. The ZIA's were able to ask critical questions of these women to get insight about the journey and lessons learned. Some made connections for potential internships, and the young ladies acted professionally.

-Partnership with HCC – Ms. Horde discussed that the dual credit students are entitled to the same services as any student at HCC. She would like to help to counsel students at the beginning in case students may not have made a career decision. Ms. Horde is interested in the career fair on May 6th. Ms. Horde would like to help students with their resumes.

-Ms. Horde discussed the HCC Career Services Hub – they help students do mock interviews with feedback. They coach students on how to answer questions to put them at a competitive advantage. 200 students attended the automotive career fair. April 13th, there will be a Global Energy Career Fair on the Northeast campus.

-Dr. Brooks said that she will make sure to connect Ms. Caulfield and Ms. Horde so that there will be an coordinated career fair.

VIII. Q & A

-Ms. Tavira asked if other individuals could attend the career fair. Ms. Horde stated that Career Services serves HCC current and former students.

-Nurse Jones: weekly Covid testing on Mondays, available to internal faculty, staff, and students. With fewer cases, we have more students who can come to school. Most are still wearing a mask and being mindful of the space between each other.

IX. Closure / Next Steps

-Dr. Brooks thanked everyone for their effort and perseverance in serving NHECHS students.