

Atherton Elementary School

SDMC & Campus Safety Meeting

Date: May 25, 2022

Time: 3:15 p.m.

Members present:

Mrs. Alynthia Curtis, Principal	Mrs. Jacqueline Linsey	Mr. Eric Caldwell
Mrs. Keiray Finley	Mrs. Loretha Johnson	Ms. Tamara Rivers
Dr. Fredrick Gillum	Ms. Fidella Thompson	Ms. Thelma Taylor

Agenda: Mrs. Curtis opened the meeting with a welcome to all members present. The following discussions were had during the meeting:

Safety Concerns: Mrs. Curtis opened the discussion with asking the members if there were any health or safety concerns that needed to be addressed. She discussed the different maintenance projects that is taking place around the building. If there are any further concerns to safety or aesthetics to the school, please contact Mrs. Curtis or Mrs. Finley.

T-TESS: Mrs. Curtis discussed with the committee the new Teacher Appraisal System for the upcoming school year. More information on training will be provided on tomorrow during the monthly staff meeting.

Fifth Grade Promotion Day: Mrs. Curtis revisited with the committee that Fifth Grade Promotional Ceremony will be held on June 3, 2022, at 9:00 am. Dress attire for the boys will remain the same with black pants and any color dress shirt. Suite jackets are not required. Dress attire for the girls will be a white dress. More information to follow as it becomes available.

Supervision: Mrs. Finley readdressed with the committee the importance of supervising all students especially during transitions in the hallway (i.e., restroom, lunch, ancillary, or dismissal).

Morning/ Afternoon Duties: Administration discussed that support staff be visual while walking the halls during their morning and afternoon duty.

W.I.N. Time: The committee discussed that W.I. N Time for all students is from 7:30 am -8:30 am. This time is specifically set up to provide intervention for all students. Teachers are to be in the classroom providing interventions during this time.

Air Purification System Update: Mrs. Curtis discussed with the committee that each classroom was marked with an “X” for the placement of the new Air Purification System. If anyone needs the air purification system to go in another area of their room, please make sure to move the “X” and that it will be located near a plug.

Morning/ Afternoon Duties: Mrs. Curtis discussed with the committee the importance for all faculty staff to be diligent in being on duty when assigned.

Folders/Lesson Plans/ Grade Books: Mrs. Finley discussed with the group that all teachers should have a permanent school folder on every student in their class. EOY procedures are to be followed to close out the 2021-2022 school year. This year, teachers will not need to print out their grade book or lesson plans. They may save the file on OneDrive for future reference.

Recess: Mrs. Curtis discussed with the committee, considering recent events, it is imperative that we are to remain vigilant while the students are out for playing during recess.

New SSO: Mrs. Curtis informed the committee that Atherton will have a new SSO next school year. More information will be given as it becomes available.

Assistant Superintendent: Mrs. Curtis informed the committee that Shana Perry will be Atherton’s new Assistant Superintendent.

EOY Clean Up- Mrs. Curtis discussed with the committee that all rooms will need to be cleared and cleaned by the end of the year.

Job Assignments: Mrs. Curtis discussed with the committee that individual conference will be held with those teachers to discuss changes to grade placements for the new school year. It was discussed that Mrs. Bowers-Jones will not be returning next school year. Also, one of our Teacher Assistants, Mrs. Rodriguez will be taking a position at Wheatly HS for next school year. Mrs. Curtis also announced that Ms. Williams passed her TEXAS Content Exam and will join the teaching staff on next school year.

Dress Code Student/Staff: Mrs. Finley discussed with the committee that on next year “Clear” backpacks only will be permitted and the school’s Uniform Policy will be enforced. As a reminder, boys are not to wear earrings according to the dress code policy. It was asked for teachers and support staff to help reinforce and follow all dress code policy and procedures.

School Supply List: The committee discussed that each grade level updates their student supply list for the 2022-2023 school year. The new list is to be emailed to Mrs. Zermino.

Discipline Referrals: Mrs. Finley discussed with the committee that teachers are consistent and detailed when writing up a student for their behavior. This allows administrators to communicate inappropriate behaviors quickly and effectively to parents/guardians.

Rooftop Garden: Ms. Harden discussed with the committee the need of each teacher to appoint two students to be part of the Garden Club for next year. They will work together to maintain the upkeep of the rooftop garden.

Campus Issues/Concerns: The committee opened the floor for any issues or concerns at this time.

Questions/Answers: Mrs. Curtis opened the floor for any questions from the committee.

Closing: The SDMC meeting concluded at 3:50 p.m.