



# Port Houston Elementary School

Pathway to Higher Education ♦ Houston I.S.D.



Jennifer Martinez, Principal

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## Shared Decision-Making Committee (SDMC) Meeting

September 29, 2022

3:30 p.m.

### Minutes

The meeting began promptly at 3:30 p.m. It was held in Ms. Martinez's office. The following members were in attendance: Ms. Martinez, Mr. Tinoco, Ms. Huntley, Ms. Espinoza, Ms. Quant, Mr. Servín, and Mrs. Cardona.

- I. **Welcome and Introductions.** Ms. Martinez asked everyone to introduce themselves to our community member, Ms. Quant.
- II. **Norms.** Ms. Martinez reviewed the norms:
  - Be open to collaboration and be receptive to different ideas
  - Be respectful; listen and allow everyone to feel heard and valued
  - Plan with the end in mind. (clear roles/goals/expectations)
  - Assume positive intent- at our core we want the same things for all the students we serve
- III. **Review member commitments.** Ms. Godoy explained what SDMC is, its purpose, membership, elections, meetings, and compliance. It was determined that we will need to hold an election to replace members who have already served their two years.
- IV. **School Data Review.** Ms. Martinez shared our TELPAS and STAAR data from 2021-2022, as well as our BoY data.
- V. **Focus Areas.** Ms. Martinez shared Port Houston's goals and our plan to achieve them.
- VI. **Campus Improvement Plan (S.I.P.) Review.** Ms. Martinez shared the Comprehensive Needs Assessment (demographics, student learning, school processes and programs, and perceptions). She reviewed Board goals, Port Houston goals, measurable objectives, strategic priorities, data sources, monitoring, and action steps for Reading, Math, Attendance, Discipline, Violence Prevention, Special Education, Special Populations, Parent and Community Engagement, Mandated Health Services, Coordinated Health Programs, and Campus Safety.
- VII. **Questions & Answers.** Because one of our goals is for students to read on grade level, Ms. Quant asked if classes had access to classroom libraries. The answer was yes, but that some need to be leveled. Because one of our goals is to increase our attendance, Ms. Quant asked about chronic absenteeism. Mrs. Cardona and Mrs. Godoy shared that sometimes it's health, Covid symptoms, lack of transportation, or they did not want to attend school that day. The past couple of years, there was no "real"



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accountability or consequences for attendance. Ms. Martinez and Mrs. Cardona shared some of the things that they are doing to promote attendance. They also mentioned some of the incentive ideas. There was some information shared regarding dolphin dollars. Ms. Quant asked about the items the students were purchasing. Mrs. Cardona share that this first round students were able to purchase academic items, free homework pass, or free dress day. They're thinking of adding some more.

Dates for future meetings were discussed. Mrs. Godoy will place in Outlook calendar and email invites to members. There were no further questions at this time.

Meeting was adjourned at 4:15 p.m.