



Patterson Elementary

5302 Allendale Rd., Houston, TX. 77017
Office: (713) 943-5750 Fax: (713) 943-5755
Luis Saenz, Principal



Evelyn Quinones, Teacher Specialist
Karlie Signor, IB Magnet Coordinator

Cameron Nicklaus, Teacher Specialist
Roxanne Martinez-Jones, Counselor

SDMC Minutes

Monday, 4/03/23 at 3:39 PM

ATTENDANCE: Amador, Anne Garcia (Parent), Bosch, Cervantes, Leija, Locke, A. Martinez, Monica Rocha (Parent), Nicklaus, Ortega, Saenz, Smoot, Vazquez, Vicente.

Opening remarks.

i. Celebrations.

- a. **Chavez Feeder Honor Choir** - Our Honor choir students performed on March 9th and they did a great job.
- b. **Chavez/Huerta Day Parade** - A special thank you to everyone who attended. Our Ballet Folklorico students were able to participate in the parade and performed at the Chavez fest.
- c. **Paraprofessionals' Appreciation Week** - This week April 3rd-7th we are celebrating our TA's and hourly employees. Admin will be honoring them with a special lunch and small token of appreciation on Thursday.
- d. **National School Librarian Day**—April 4, 2023 - Thank you to Ms. Chavez for her service as our librarian media specialist.
- e. **Assistant Principals Appreciation Week** - Celebrated April 3rd-7th. We will be honoring and celebrating our three teacher specialists. Lead teachers please make sure to share with your grade level team in order to show appreciation to your administrator.
- f. **Administrative Professionals' Day**—April 26, 2023 - We will be honoring Ms. Flores and the front office staff.

ii. Safety & Security.

- a. **Unsecured doors** -Last Thursday, March 30th a member of the National School Safety Center from Texas State University came to check our campus security. We did not pass the test due to several doors being open. Please make sure lock your doors and have them closed at all times. Even if a classroom is vacant, please make sure to close the door. The multipurpose room (gym) and library door must also be locked and closed. The only doors that may remain open, are the cafeteria doors.
- b. **Drop Off/Pick Up issues** - There has been many complaints regarding parent drop off and pick up. Like parents cutting the lines and not following the speed limit. A constable has been coming in the morning to monitor student drop off. Admin is working on a letter for parent/visitor expectations to share with our families. It will be reviewed in the next SDMC meeting for changes/additions.
- c. **Student Supervision & Accountability** - Teachers are responsible and accountable of their students. Teachers need to make sure to have all

TEA "A" RATED CAMPUS 2022



Patterson Elementary

5302 Allendale Rd., Houston, TX. 77017
Office: (713) 943-5750 Fax: (713) 943-5755
Luis Saenz, Principal



Evelyn Quinones, Teacher Specialist
Karlie Signor, IB Magnet Coordinator

Cameron Nicklaus, Teacher Specialist
Roxanne Martinez-Jones, Counselor

their students from classroom to classroom, cafeteria, specials, etc. Mr. Saenz advises to do a head count of the students you have and make sure to ask if you are missing any student. During dismissal make sure students are released to the correct parent and are placed in the correct car.

iii. Attendance

- Goal from office #3 is to maintain a 96% attendance rate. We have not been able to reach that goal. Teachers continue to promote attendance to your students and parents. A special thank you to the third-grade team who was able to reach 100% attendance last Wednesday. Today's attendance was 91% and we hope to achieve 96% rate or higher by the end of the school year.

iv. Budget topics.

- a. **ESSER Funding** - ESSER Funding was received to help with the stress of COVID -19 for the past two years. ESSER Funds pay for outside tutors, Summit K-12, Wraparound Services, Parent Resources, and COVID-19 cleaning supplies are all paid through ESSER Funds. ESSER Funding will conclude at the end of the school year, 2023-2024.
- b. **Principal's Discretionary Fund** - Mr. Saenz is requesting support from grade level teams and their grade level fundraisers, that they contribute 10% of their fundraising revenue towards the Principal's Discretionary Fund. The funds would be used for special incentives for teachers/staff like gift cards for, special luncheons, staff team building events, summer team building for admin team, emergency funds for non-vendor approved items needed by principal and admin, reimbursements for principal and admin for school purchases, and many other expenses. Consensus and approval will be generated at the next SDMC meeting after grade level teams have an opportunity to discuss it amongst themselves.
- c. **Personnel** - At this time, there are no positions closing for the next school year. Next year, Mr. Saenz is considering having two assistant principals since teacher specialists will not be able to serve as appraisers.

v. Curriculum & Instruction.

- a. **STAAR Dates** - STAAR testing for reading is currently scheduled to be on April 18th, 19th, and 20th. Mr. Saenz is considering moving STAAR testing dates to April 25th and 26th for Reading, May 3rd for Science, and May 9th and 10th for Math. Mr. Saenz will be discussing with the testing team to see if dates can be switched to the later dates.
- b. **Summer School** - Will be held from June 6th - July 3rd four days a week. Students who did not meet promotion standards (failing grades, excessive absences, and not passing HFW for 1st and 2nd grade students) will need to attend summer school.



Patterson Elementary

5302 Allendale Rd., Houston, TX. 77017
Office: (713) 943-5750 Fax: (713) 943-5755
Luis Saenz, Principal



Evelyn Quinones, Teacher Specialist
Karlie Signor, IB Magnet Coordinator

Cameron Nicklaus, Teacher Specialist
Roxanne Martinez-Jones, Counselor

- c. **IB Category 1 training** – New staff will need to register for the IB workshops which are scheduled two days before preservice. It is pending but please reserve the dates on August 10 and 11th for the IB workshops.
- d. **Teacher Roster** – teaching assignments are being communicated to staffing developments occur throughout the remainder of the school year and summer.

- vi. **Questions/Comments/Concerns.**
TEA takeover – New board managers will be appointed. TEA-appointed leadership is expected after June 1st. No campus level changes currently. If there are any new updates concerning this matter, Mr. Saenz will make sure to share with the teachers and staff.

- vii. **Exit Ticket:**
 - a. SDMC Survey. <https://houstonisd.research.net/r/GHFHP2S>
 - SDMC Members please make sure to complete the survey as an exit ticket for today's meeting.

- viii. Closing Remarks.

Minutes approved and meeting adjourned at 4:51 PM

