



Port Houston Elementary School

Pathway to Extraordinary Outcomes ♦ Houston I.S.D.



1800 McCarty St. ♦ Houston, TX 77029

Jenn Martinez, Principal
713-671-3890 ♦ Fax: 713-671-3893

Shared Decision-Making Committee Meeting
September 26, 2023
4:30 p.m.

MINUTES

The meeting began at 4:30 p.m. in the library.

Members present: Ms. Martinez, Mrs. Gales, Mrs. Godoy, Mrs. Jones, Mrs. Paredones, Ms. Chenier, Ms. Rivas, and Ms. Medina. **Members not present:** Ms. A. Brooks and Ms. G. Maldonado.

Welcome. Ms. Martinez welcomed everyone. She informed members that they were elected by their peers. The term is for 2 years. The following will be topics for future SDMC meetings: campus planning, budget, curriculum, staffing patterns, staff development, campus improvement plan, organizational structure, and establish procedures (with input from parents, community, and business partners).

Introductions. Everyone introduced themselves, their position, and years in education.

Leadership Effectiveness and Development Appraisal (LEAD) System.

Members were informed that they will be able to:

- Articulate the importance and rationale of the LEAD (Leadership Effectiveness and Development) Appraisal system.
- Obtain a high-level understanding of the components of how principals are evaluated.
- Participate in an informal question and answer to obtain additional clarity.

Ms. Martinez shared a PowerPoint presentation “**2023-2024 LEAD At-A-Glance Leadership Effectiveness and Development Appraisal System.**” What is LEAD? Why is it important? Metrics. Four effectiveness areas: quality instruction, school action plan, student achievement, and Special Education. Congruence Metric: Principals will receive a congruence score that measures



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their ability to ensure that quality of instruction aligns to student outcomes. Share feedback using QR code provided. Q & A.

Next SDMC Meeting. Calendar invites will be sent to members. The next meeting will be Tuesday, October 17, 2023 at 4:30 p.m.

Meeting was adjourned at 5:15 p.m.