



BURBANK
WHERE GREAT MINDS GROW

LUTHER BURBANK ELEMENTARY
Heather Luebbers, Principal
Ernesto Solorzano, Assistant Principal
Latreal Peterson, Dean of Instruction

May 25, 2023: SDMC Minutes

Welcome: Principal Luebbers began the meeting at 3:15 pm at Burbank Conference Room
Members present were: Ms. Mosqueda, Mr. Tovar, Mr. Solorzano, Mr. Ramos, Ms. Ramirez, Ms. Loredo, Ms. Perez, Ms. Hudson and Ms. Nowlin, Ms. Henton, Ms. Lechuga

Enrollment: Current Enrollment 754 **Projection** 776 students

Recruiting: Principal Luebbers recommended developing a Marketing Team. SDMC discussed visiting local churches, daycares, and host a pre-K and kinder round up. School can make posters to hang up at local business. Burbank will work with HISD Media relations to build a marketing video.

Attendance Review: 2022-2023 YTD 94%
Solutions: Engagement Contests, BOY Contracts
for parents of students less than 95%

- Library Reading Contests Monthly
- Attendance Celebrations- Pizza Parties; Weekly Raffle, Monthly Dances
- Zearn/iReady Contests
- Attendance/Failure conferences
- Home Visits
- Wrap Around Services

Summer School- PK-5th – 138 students projected to attend.

-Dress Code Review for Year 2023-2024 Ms. Luebbers shared copies of the dress code for the year 2022-2023 and asked the committee to recommend changes for the new dress code for the year 2023-2024. Mrs. Eilbacher will be in charge of creating the design and the pdf to upload on the website.

-Teacher Handbook Review for 2023-2024 Ms. Luebbers shared copies of the Teacher Handbook for the year 2022-2023 and asked the committee to recommend changes. Mr. Solorzano will be in charge of printing and make packages to distribute during the preparation week for next year.

Budget and Purchasing Update: Items recommended for purchase:

- System 44 Special Education Literacy Refresh
- Refresh TouchPhonics Special Education HB3 aligned phonemic awareness/phonics program.
- Spanish Literacy Intervention System AA-Z Literacy
- Math Professional Text for professional libraries
- Math Manipulatives
- StemScopes Science grades 3-5
- Classroom Library books refresh current titles

216 Tidwell Rd, Houston, TX 77022 Tel: 713-696-2691 Fax: 713-696-2691

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Recipient of the 2017 NCUST Gold Award for Best Urban School in America,
2017 & 2019 All TEA Distinction Campus, Gold Ribbon Distinction by Children at Risk



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- CleverTouch for ancillary classrooms
- White Write On Kidney tables for grades 2-5 classrooms to Support small group instruction.
- The ELPS and Diverse Learners Flip books- ELL and ELPS resources
- Sheltered Instruction professional text for all instructional employees:7 Steps to Language Rich Classroom

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Staffing Update:

Vacancies: 5th RLA/ESL and 5th Math/ESL; 2nd Bilingual; Kinder (Candidate in Process)

Questions/Concerns: SDMC is wondering what HB4545 Plan will look like for next school year.