

**RUFUS CAGE ELEMENTARY SCHOOL
AND
PROJECT CHRYSALIS MIDDLE SCHOOL**

4528 LEELAND STREET
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**Shared Decision Making Committee
Meeting Agenda
Monday, August 14, 2017**

- I. Welcome
- II. Reading Log
- III. STAAR Data Based on Index Performance
- IV. District Assessments – Required
- V. Writing Portfolios – Required
- VI. Universal Screener – Required
- VII. Open House
- VIII. Fall Holiday
- IX. Q and A
- X. Closure

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Shared Decision Making Committee Minutes
August 14, 2017

Dr. Covarrubia welcomed all new members of the Shared Decision Making Committee for the 2017-2018 school year.

Dr. Covarrubia showed the SDMC the Reading Log that is to be used for the 2017-2018 as well as the AR Reading Log. Team leaders were to pick up their respective team members logs to distribute.

All SDMC members received a handout showing the 2017 STAAR results by index. Dr. Covarrubia explained that there were several factors that may have resulted in the lower scores. He emphasized that we needed to regroup and focus on the level of rigor that is being used in the instruction. Students were successful at passing the test at the Approaches level but the percentage of students scoring at the Masters Level was rather low.

The SDMC was informed that this school year, the District is going to require the following of all students.

- Universal Screener 3 times per year. The Universal Screener will be for both reading and math.
- All students will maintain a writing portfolio and teachers will score the writing samples using a District rubric.
- All students will take all the District Assessments based on the HISD Curriculum Schedule

Team Leaders were asked to remind their team members about Open House on Thursday, August 24, 2017.

Team Leaders were asked to share with their team members that Friday, September 22, 2017 is scheduled as a Fall Holiday for students only as in previous years faculty and staff were also off. If a faculty members wishes to be off, they must present documentation that they attended a 6 hour professional development training during non-working hours. If the employee signs the appropriate paperwork and provides evidence, he/she may trade off the time and be off on that day.

Meeting adjourned at 2:00 p.m.