**Robert Frost Elementary School of Space Science**

*David Terrell, Principal*

**SDMC Meeting Minutes**

Monday, February 18, 2019

The meeting was called to order at 8:07 a.m.

Attendance

D. Terrell, S. Solomon, S. Mitchell, M. Addison, A. Henderson, S. Zwickel, C. Berrospi, A. Venzant, J. Martinez, R. Lampley, T. Vining, L. Lozano and L. Hurd

**Welcome**

Mr. Terrell welcomed and thanked everyone for coming to the meeting.

**Adoption of Agenda**

Ms. Addison moved and Ms. Zwickel seconded that the agenda be accepted as printed.

**Old Business**

* Enrollment has declined throughout the District. Enrollment is money. The District has been thinking about consolidating some schools. Snapshot count was 617 students. Our current enrollment is 607. Our projected enrollment for next school year is 623. If enrollment is not met, we lose money meaning cutting out positions.
* Attendance is a concern. Seems students are absent most of the time due to the weather and/or when we have early release. Attendance rate is part of our school card that’s including discipline. Ms. Mitchell stated that the same students are absent most of the time. We need to come up with something to increase the attendance rate. Parents sometimes need a courtesy call from the teachers to get students to come to school. Calling parents in the morning will give them enough time to get students to school. Ms. Zwickel mentioned the idea about having a competition among all grade levels and to give the class with a higher attendance rate some type of an incentive. Ms. Solomon mentioned that students that are absent for so long are being withdrawn so it won’t affect out attendance. Students can always be re-enrolled. Ms. Addison mentioned students are constantly absent due to transportation issues. Ms. Addison also stated that it’s a pattern when students are absent, same days. Mr. Terrell stated that Truant officers are overloaded making home visits. It is mandatory for students to be in school. We send out truancy letters to parents. Metro cards have been provided.
* Next Year’s Projection is 623. We have never had a problem meeting our enrollment until this year. Last year we met our enrollment of 657. This year since enrollment was not met we had to pay the District back approximately $150,000. We had enough funds to pay back without the need of closing any positions.
* Budget/Recapture-The District owes the state. Keep in mind that the District is still looking for a new Superintendent. A new superintendent will probably have a different vision/prospect. We don’t know if Dr. Lathan will be our Superintendent.
* Mr. Terrell reminded everyone the importance of student being present for tutorials after school and on Saturdays. We need to ensure everyone is here every day and on time. Testing will be taking place soon. We need to call parents to make sure students are here on testing days.

**Reading of Minutes**

December 12, 2018

**New Business**

* Modified TADS (M-TADS)- 1 0bservation and 1 walkthrough versus 2 of each. To be eligible a teacher must have at least 3 years of teaching experience, have a term or continuing contract and at least 1 full year of teaching in HISD. Teachers need to achieve a summative rating of effective or highly effective and in each component of TADS based on his/her teaching assignment, and effective or highly effective in each instructional practice and Professional expectations criteria. Being absent a lot can affect your rating. Teachers can’t be on a growth plan. Teachers participating in M-TADS will have at least 1 formal, unannounced walkthrough of at least 10 minutes and 1 formal, unannounced observation of at least 30 minutes in length. Teacher must meet with his/her appraiser at least 2 times throughout the school year. Conferences need to be held near the goal setting conference and end of year conference of the school year. A teacher can be removed from M-TADS. The appraiser must have evidence documented during 1 walkthrough and 1 observation.

Voted 6 out of 6 in favor.

* Parking Lot is not available yet. We still need the security cameras installed. Mr. Terrell stated he wants to be able to see everything for security purposes. A canopy was installed as well. Teachers will be able to come in through the side entrance. We will have signs displayed to let people know that we have cameras out in the parking lot.

**Comments/Concerns**

There were no comments or questions asked at this time.

**Adjournment**

There were no comments or questions asked at this time.

Meeting concluded at 8:45 a.m.