

Houston Independent School District
HERRERA ELEMENTARY

Mandy Gutierrez - Principal

525 Bennington
Houston, Texas 77022



SDMC Committee Meeting Q1
September 13, 2024
Library 3:30 to 4:30
Minutes

- Mrs. Gutierrez welcomed SDMC members and discussed roles and responsibilities.
- Enrollment is down and we will work to recruit PK students as well as make home visits, phone calls, etc. to help improve enrollment numbers.
- Student attendance was discussed. Our goal is daily attendance of 98%. We will implement attendance incentives such as lunch with parents, events/activities, awards and recognition.
- School Action Plan was reviewed including the campus needs assessment related to student achievement data, needs related to quality of instruction, key action steps, staff development, budget, and indicators of success. Improved quality of instruction will be tackled via spot observations, day-to-day coaching and IRT visits. Key action steps include enhancing student's ability to craft an argument/opinion, teacher instructional delivery aligned to learning objective, increase in quality of instruction for special education students, and improving English proficiency for EB students.
- Budget was reviewed and discussed. Key points including budget breakdown for staff development related to Summit K12, IXL, and data tracking. Materials and resources were reviewed and discussed, as well as purchased services (IXL).
- Items for next SDMC meeting were reviewed and include revisiting progress, any modifications to be made to best support teacher and student needs, enrollment numbers, attendance, school-wide activities, and budget.