

DURKEE ES
SDMC Meeting
Wednesday, October 4, 2023
4:15 p.m.- 4:45 p.m.
Minutes

Introductions:

Brondo: Teacher

Maldonado: Teacher

Harrison: Teacher

Williams: Counselor

Castro: Nurse

Puente: Principal

Carreon: Assistant Principal

Arps: Assistant Principal

Mrs. Caltonzintl: Parent

Budget: We don't have access to our yearly budget. Supplies are sent to us. Puente stated we have a limited NES-A per student budget. Any requests for supplies or other purchases must go through an outlined process.

Enrollment: Our projected enrollment was 477; we currently have 436 enrolled students as of October 3, 2023.

NES model allowed u an extra SPED Resource position, but we have not filled that position since the original hire resigned.

Mr. Pierre resigned. That position has been closed. The students have been consolidated into Ms. Johnson's class (Pierre had 11 students—the class was expected to be closed due to low numbers).

Title I: Coordinator is Mrs. Anderson. Even though we are an NES-A campus, we still must comply with Title I mandates/policies and are allotted a Title I budget.

Puente opened the floor up to questions or wonderings. No one spoke.

Action Plan: We are not creating a Campus Improvement Plan; instead, we have created an Action Plan. The two items on that plan will be the areas we will be assessed on. One item is our plan to grow staff capacity to deliver High Quality Instruction (HQI) through on the spot coaching and feedback. Our other item is to improve SpEd student achievement by providing individual accommodations and designated supports with fidelity.

Puente opened the floor for questions. No one spoke.

Principal Evaluation System: LEAD is the system that the principal and assistant principals will be evaluated on.

Fund Raiser: In October we will have our Fall Festival (10/27/2023). This is our biggest fundraising event of the year. Letters will go home for parents to start donating goods for the Fall Festival. We will have games, food, and other activities such as a possible bounce house and a possibly a DJ.

Puente opened the floor to questions about the Fall Festival.

Nurse: A representative from Houston Health Department has requested a table to be set up for her that day.

Madonado: Will there be assigned areas for coverage during the festival?

Harrison: I thought we were allowed to sign up for the area of our choice last year?

Brondo: We had games, but we didn't have any prizes for our games.

Committee suggested asking parents to donate candy for the prizes.

Williams: Do we have parent volunteers for the event?

Puente: No, because the parents who attend the event are there spending time with their children.

Safety and Building Maintenance: Puente stated there is a maintenance and repair form linked in the weekly bulletin. Mrs. Gonzales monitors the form and gets with Mr. Laster to take care of those items. If you notice anything in the building that is a safety concern or need maintenance, use the link to make us aware of it. The AC in the front office is scheduled to be replaced on Saturday, so is the water fountain.

Harrison raised a concern about a water fountain that has low pressure and makes it difficult for students to get "enough water".

Puente stated the water fountain would be taken care of.

Puente explained the process for the door sweep that takes place weekly and explained that the large number that are on the doors were placed there by the district as part of the campus map, so that we know what exit location you are at should the need arise.

Harrison: The small numbers on the doors do not correspond to the large numbers.

Puente: We will get that taken care of.

Puente also explained the reason for the weekly door sweeps as another measure of ensuring campus safety.

Nurse: Mr. Laster locked one of the bathroom doors as a safety measure because there is a hole that is a safety concern.

Puente opened the floor to any other questions or concerns about safety. No one spoke.

Puente: Upcoming SDMC meetings are listed. We must hold four meetings per year. This is our first meeting; we will have three more meetings. You can see the information about the SDMC meetings on the website because this information is public information.

Nurse: Are the dates for open house, fall festival, book fair etc., all dates that are set or will they be shifted.

Puente: The SEL team is working on solidifying the dates.

Nurse: I am waiting for confirmation for when I can take the students to get their glasses. I am waiting for the person in charge of that to get back to me.

Puente: Fire Drills are also a part of safety and building maintenance. The last fire drill we had took under 5 minutes which was under the allowed time.

Williams asked about the procedure for lock down regarding the closing of the blinds.

Nurse suggested we will have to practice the procedure to gauge how much time it takes to close blinds, lock doors, turn off lights, position students in a “hidden” area, etc.

Williams raised a concern about the blinds and the open doors and how that impacts the overall safety of the campus.

Puente opened the floor for any more questions or wonderings. No one spoke.

Nurse said we have trained personnel on each hall for AED, CPR, Stop the Bleed for emergency purposes. Nurse also mentioned she rolls out a large bag filled with student medications and first aid supplies to each fire drill.

Harrison requested a drawstring bag for teachers to keep first aid kits, rosters, emergency book etc., to make it easier to grab everything on the way out for drill and/or real emergency situations.

Arps: If you notice an exterior door is unlocked, please notify Ms. Puente immediately.

Harrison: Outside bathroom doors need to be locked.

Puente asked Ms. Calzonzintl if she had questions or concerns through the lens of a parent of a Durkee student. Mrs. Calzonzintl said she did not.

Meeting adjourned at 5:00pm

NES-Aligned

ELEMENTARY