Park Place Elementary School

Linh Hoang, Principal

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SDMC Q2

November 21, 2024

**Agenda Minutes**

* Welcome
* State of the School – Enrollment as of 11.21.24 is 690 students. Year to Date attendance rate is 95.3% (Goal is 98%). Estimated funding lost as result of student absences is $64,619.11.
	+ Promoting attendance as much as possible
* Budget Update – Due to the campus not meeting enrollment projection on PEIMS snapshot date, we had to reassign two staff members (IT representative and a TA) to another campus to help alleviate the budget deficit to ensure we have enough money to run the school. So far the school has used 21% of General Funds budget to cover mainly substitutes, copier lease buyback, general supplies, contract maintenance, food/refreshments for staff PD. In addition, 3% of your Title I budget is used to pay for key items such as tutorials, field trips, general supplies. We have about $146,974 remaining out of General Funds and $253,910 remaining out of Title 1 funds. Ms. Hoang plans to use the Title 1 funds to buy IXL for grades 4 and 5 for math and reading to support students who failed STAAR. If possible, next semester, Ms. Hoang also plans to add 2 ESL classes after school twice a week to pay for a teacher to teach Emergent Bilinguals in grades 2-5 who are Beginners level ESL proficiency.
	+ PEIMs- 686, unable to sustain two staff members- tech and TA to help with deficit will owe in January
	+ General funds and Title 1 Funds- after salary have small amount left in general fund-Used 21% so far
		- Has been used for copy machine, substitute, general maintenance

IXL for math and reading for upper grades, Lexia low students who are not reading who would benefit

Benefits- Lexia core

* Technology Update – Half of our teaching staff have a Clever touch in their classroom. Majority of them are in grades 3-5. Lower grade classrooms still have projectors in their classrooms. Ms. Hoang plans to purchase 17 document cameras from Amazon to help improve instruction in the classroom. Our current headphones for the ipads are broken and do not have microphones. We are also in need of 50 headphones with microphones for the ipad cart. Students will need it for Summit K-12 lessons which is supposed to support Emergent Bilingual (EB) students with their listening, speaking, reading, and writing domain.
	+ Purchase of document cameras and headphones with speakers
	+ Potential of using donors choose
		- Have certain teachers input the donors choose projects
* Academic Competitions – Ms. Hoang asks the committee for their opinion about the possibly of Park Place participating in [UIL](https://houstonisd.sharepoint.com/%3Ax%3A/r/sites/myHISD/ASM/_layouts/15/Doc.aspx?sourcedoc=%7B1BB17F70-7CF7-4DD4-BC33-37D18BB268A3%7D&file=ELEMENTARY-SCHOOL-24-25-UIL-Package.xlsx&action=default&mobileredirect=true&DefaultItemOpen=1) academic tournaments with other elementary schools for next year. This usually takes place on Saturdays. This is an opportunity to highlight academic learning taking place at Park Place and encourage academic development among students. Cost will range from $1,550 for two tournaments to $4,050 for six tournaments (transportation included).
* Face Committee – The face committee representative from HISD shares about the FACE committee and solicits for the committee’s opinion on \_\_\_.
	+ Kathleen from FACE department
	+ FFS program, SDMC can combine with FACE to have the same goals
		- Banners in the area-different levels based on the previous years
		- Family friendly school, 2 way communication, kids feel safe coming to school
		- Aiming to make sure students are succeeding with the involvement of the parents
		- Changes on procedures
		- To opt in-meeting with the principal that was had (step 1)
			* FACE committee Meeting is now
			* No parentws present at meeting
			* Staff and parents working towards final goal
		- Partnership levels:
			* Level 1-involved (all schools start here)
				+ School has event, parents come and leave
			* Level 2- (goal), engaged level
				+ Park Place-PTO events and creation
				+ Walkthrough happened- want the school to be champion level

Everyone is involved and engaged

* + - * + Still missing- ?, would have to go through more information
				+ Decision day: Schedule today for different day

Need parents and staff and would need to bring evidence

Rubric- building staff and family capacity

Ex: school identifies needs with surveys groups, etc., attendance task force

Each have a different criteria

* + - * Example of engagement- parents putting in the input
			* Events of the past- hispanic heritage, christmas program, photoshoot with santa,
		- Evidence- pictures, flyers, etc.
			* Parents presenting information
			* PTO board meeting
			* Parents helping in the classroom
			* Chaperoning for field trips
			* Welcoming environment
				+ Making sure people feel welcomed when they come in
				+ Recruiting additional members
			* TV and bulletin boards in the front
		- Possip survey- parents are doing the surveys, posting flyer only
			* Can use information to make improvements
			* A monthly survey
				+ Parents can chose to be anonymous
	+ Communication
		- Different languages used throughout the campus
	+ Parents want a gardening and beautification project
* Depending on the level can get benefits such as recognition and new partnerships
* FACE to come and present The A Factor workshop to staff at staff meeting on December 5th
* Other Business -
	+ Safety Drills – Ms. Hoang shares about the different types of safety drills with the committee and the importance of safety and HISD process for communication with parents in the event of a real emergency.
	+ Parent/Community Suggestion Box – Ms. Hoang asks the committee for their opinion about the idea of adding a parent/community suggestion box located at the front office.
		- Part of parent engagement
		- Google form on the board out front with QR codes
	+ Next SDMC meeting - February to go over evaluation system
	+ ESL Lab- after school and some Saturdays
		- Invite kids that need it- TAs would stay in computer lab and students work on summit
		- Saturday tutorials, one hour of tutorial and one hour of summit lab
	+ UIL competition
		- Academic competitions to compete with other districts
		- Speech, spelling
		- 50 dollars per tournament- up to thousands
		- Packet with sponsor
			* Get them ready and practice
		- Two per year
		- GT Lab-UIL
	+ Genius hours on Fridays- during enrichment
	+ In the past- newspaper, book clubs
		- Teachers encouraged to use project based learning and small groups to differentiate learning
			* Can use different books that are aligned
			* Teachers enjoy non-fiction texts