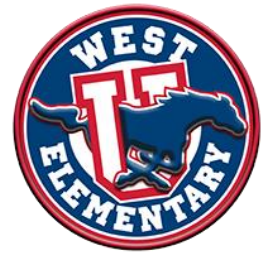


# WEST UNIVERSITY ELEMENTARY SCHOOL

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Scott C. Disch, *Principal*



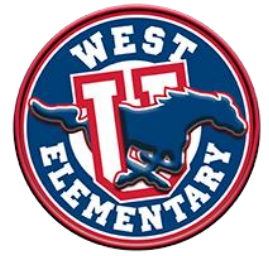
September 19, 2023

- I. Call to order @ 3:17
  - a. In Attendance: Andy Chan, Kaura Webb, Susan Vistein, Emily Moen, Nancy Kate Prescott, Lainey Seidel, Emily Carrere, Paula Bottecelli, Cindy Lillard, Karen Miller, Leah Follette, Marion Woerner
- II. HISD Update
  - a. Principal Appraisal Changes
    - i. Reviewed the LEAD evaluation proposal, the breakdown of the scoring and fielded questions
  - b. Teacher Evaluation
    - i. The district moved to an updated T-TESS evaluation system and teachers who meet specific criteria can opt out before October 2<sup>nd</sup>.
    - ii. The evaluation will consist of 6 walkthroughs and 1 60 minute observation.
  - c. Enrollment
    - i. Enrollment 28 students above the projected number.
  - d. Budget
    - i. Due to enrollment and the district holding schools harmless for attendance, the budget is in good shape for the school year.
- III. Staffing Update
  - a. Need a TA
    - i. Extended an offer to a candidate and she is going through the HR process.
  - b. Identified a Wraparound Specialist
    - i. We are still waiting for the department to finalize if WUES will have a position.
  - c. Hired a Clerk
    - i. Marty Gutierrez has returned to WUES.

3756 University Blvd., Houston, TX 77005

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Main: 713-295-5215 | [www.westues.org](http://www.westues.org)

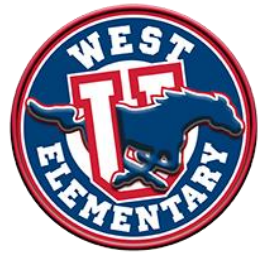


- d. Promotions/Title Changes
  - i. Ms. Estrada was extended to 12 months and Ms. Barron was moved to the Business Manager position.
  
- IV. Action Plan
  - a. Reviewed the purpose in the Action Plan and will review in depth once it is approved.
  
- V. Safety/Building Update
  - a. Security
    - i. Crossing Guards
      - 1. We are in need of a crossing guard on Edloe and University. The district has over 100 vacant crossing guard positions and is in the process of hiring. Principal Disch has been in weekly communication with district administration to explain the need of WUES to get that position filled. In the meantime, current staff members will receive training for a short-term solution.
    - ii. Drills
      - 1. A fire drill was completed in August, and there will be one each month. A lockdown drill will be completed on Thursday. There will be one each semester.
  - b. Facilities
    - i. Between HISD, the PTO, and the Foundation, the building is in great shape.
  
- VI. Celebrations
  - a. 22-23 Data
    - i. Teachers and students excelled on last year's STAAR. Highlights included 75% of the entire school performing at the Master's Level for ELAR, including 87% of our 5<sup>th</sup>

# WEST UNIVERSITY ELEMENTARY SCHOOL

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Scott C. Disch, *Principal*



graders. 75% of our 5<sup>th</sup> graders performed at the Master's Level in Math.

- b. PTO
- c. Foundation

VII. Motion to Adjourn @ 3:58 First, Karen Miller. Seconded, Andy Chan and Kaura Webb.