



Herrera Elementary School

2025-2026 Shared Decision-Making Committee & AGENDA

Meeting Dates

- Friday, September 26, 2025
- Friday, October 31, 2025
- Friday, November 14, 2025
- Friday, December 5, 2025
- Friday, January 9, 2026
- Friday, February 20, 2026
- Friday, March 27, 2026
- Thursday, April 2, 2026
- Friday, May 1, 2026

Standard Meeting Agenda

1. Welcome & Call to Order (5 min)

- Introductions and review of meeting purpose
- Approval of previous meeting minutes

2. Campus Updates (10–15 min)

- Enrollment & attendance trends
- Academic progress and assessment updates
- School events, programs, and community partnerships

3. Review of Responsibilities & Action Items (20–25 min)

- **Budget:** Recommendations or adjustments to campus budget priorities
- **Curriculum & Instruction:** Review instructional programs and any proposed changes
- **Staffing Patterns:** Discussion of staffing needs and/or adjustments
- **Staff Development:** Updates and recommendations for professional development
- **School Improvement Plan (SIP):** Review, revisions, and progress monitoring

4. Policy & Planning Discussions (15–20 min)

- Organizational structure updates
- Procedures to obtain broad-based input from staff, parents, and community
- Alignment with HISD district goals and state performance objectives

5. Open Forum (10–15 min)

- Parent, teacher, community, and staff input
- Suggestions, concerns, and questions

6. Action Items & Next Steps (5–10 min)

- Summary of key decisions and recommendations
- Assignments/follow-up responsibilities
- Confirm next meeting date

7. Adjournment

Notes for Specific Meetings

- **September 26, 2025** → Kickoff meeting: review SDMC purpose, membership, and responsibilities; review prior year SIP outcomes.
- **October 31, 2025** → Budget updates, staffing needs, and fall academic data.
- **November 14, 2025** → Mid-semester curriculum review; parent/community engagement feedback.
- **December 5, 2025** → Review professional development plan and staffing alignment.
- **January 9, 2026** → SIP progress monitoring and mid-year adjustments.
- **February 20, 2026** → Campus performance review; state/district accountability updates.
- **March 27, 2026** → Planning for next year's budget and staffing patterns.
- **April 2, 2026** → Drafting and revisions for 2026–2027 SIP.
- **May 1, 2026** → End-of-year reflection; finalize SIP and goals for next school year.