

Sharpstown High School

Shared Decision-Making Committee (SDMC) – Quarter 1 Meeting

Date: October 7, 2025

Location: Sharpstown High School – Principals Conference Room

Attendees: TJ Cotter (Principal), Jared Duplechain (Teacher), Lori Elzie (Paraprofessional), Alyssa Lopez (Teacher), Arnolia Robinson-Graham (Teacher), Rhobia Solomon (Asst. Principal)
(See agenda for full details)

1. State Accountability Overview

- **Overall Score:** 72 out of 100 – current rating “C.”
 - Goal: Achieve a **minimum of “B”** rating; long-term goal is an “A.”
- **Performance Growth:**
 - 2022–2023: 50
 - 2023–2024: 59
 - 2024–2025: 72
- **College, Career, and Military Readiness (CCMR):** 60% (Goal: 80%)
 - Focused communication efforts with seniors who do not yet have CCMR indicators.
- **Student Achievement:** 66/100; focus area is English and increasing student mastery on EOC exams.
- **School Progress:** 73/100
- Campus has shown **22 points of growth** over the last two years.

Alpha Splits:

- Each team (AP, Counselor, Office Manager) holds mandatory weekly meetings to review student data, including grades, attendance (home visits), and behavior.

Enrollment Update:

- Current membership: **1,340 students** (down from 1,700 last year) due to students returning to their home countries.
 - Original projection was 1,600+.
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2. Campus Action Plan (CAP)

(Refer to full CAP document for detailed information.)

Key Actions:

1. **Improve Staff Capacity / HQI:**

- Continued PDs and collaborative planning sessions.
 - 2. **Improve SpEd Accountability:**
 - Ensure ARDs are held prior to deadlines.
 - Focus on improving graduation rate for SpEd students.
 - Mr. Cotter seeking clarification regarding 18+ students and impact on graduation rates.
 - 3. **Improve Postsecondary Readiness:**
 - Ensure all graduating seniors earn at least one CCMR indicator (goal: 88%).
 - Ms. Lopez requested clarification on how CCMR changes will affect SpEd students; Mr. Cotter to follow up.
 - 4. **Improve Leadership Density:**
 - Target: 70% of core teachers rated 6 or higher (out of 10) by February 2026.
 - Goal: 100% of APs rated 6 or higher in instructional leadership.
 - 19 out of 25 APs currently meeting day-to-day coaching expectations.
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3. Spot Scores

- **Campus Average:** 12.64%
- **IRT Today:** 11.8%
- Campus is calibrated within two points of the average.
- Focus for improvement: pacing and use of exemplars.

Action Item: Mr. Cotter will send the Campus Action Plan to all SDMC members.

4. Celebrations

- Recognized **22-point growth** and progress made within the last three weeks of IRT walks.
 - Ms. Robinson Graham acknowledged the increased visibility of student IDs.
 - Dr. Landa commended the team for improvement in cell phone policy enforcement:
 - Cell phone infractions decreased from 25 per day to significantly fewer.
 - APs ensuring all confiscations are properly logged.
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5. Upcoming Activities

- **SHS Spooky STEAM Night:** Day before Halloween; proceeds benefit Class of 2026. Volunteers needed.
- **Senior Panoramic Photo:** November 13 at 7:30 a.m.
- **Homecoming Dance:** September 25

- Mr. Cotter proposed hosting more **free campus and community events** to increase engagement.
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6. Comments & Concerns

Cafeteria/Lunch Operations

- Ms. Robinson Graham raised concerns about lunch line pacing.
 - *Response:* Mr. Cotter will adjust lunch schedules and assign gym students to a different lunch.
 - Additional cafeteria staff are being recruited.

Student Parking

- Issue: Students parking in teacher-designated lots.
 - *Response:* Mr. Cotter to order parking permits through Print Shop.
 - Students will need to provide driver's license and insurance.
 - Towing company not yet selected; warning stickers considered as an interim measure.

Copy Machine Access

- Teachers requesting improved copier access.
 - *Update:* Work ongoing since July to ensure operational access and sufficient power supply.

Facilities & Maintenance

- Work orders submitted for roof leaks, cafeteria gate, restroom door locks, and badge entry issues.
 - All items escalated for district-level support.

Lunch Detention / Clean-Up Initiative

- Mr. Duplechain proposed a short (5-minute) post-lunch detention for students leaving trash.
 - Ms. Lopez suggested involving Life Skills students for work-based learning opportunities.

Teacher Appreciation / Morale

- Ms. Lopez suggested implementing weekly teacher appreciation gestures (e.g., coffee station or “coffee shop” concept) as part of work skills for Life Skills students.

Uniform Enforcement

- Ms. Robinson Graham inquired about teacher responsibilities in uniform checks.
 - *Response:* Mr. Cotter instructed APs to perform daily dress code checks and communicate expectations via ParentSquare.
 - After-school detention may be used as a consequence.

Staffing Update

- A **new nurse** will be joining the SHS team.

Meeting Adjourned

Next Meeting: TBD

Minutes Prepared by:

Lori Elzie

Sharpstown High School, Asst. Office Manager