

Nat Q. Henderson Elementary

Shared Decision-Making Committee (SDMC) Meeting Minutes

Date: October 8, 2025 Time: 5:00 PM – 6:00 PM

Location: Conference Room

Attendees: Kristi Taylor (Principal), Michael Pelton (Assistant Principal), Michelle Harvey (Teacher), Destini Jimerson (Teacher), Tammy Roberson (Copy Clerk), Nescer Sadat (Community Member)

Minutes

I. Welcome

Meeting called to order by Principal Kristi Taylor at 5:00 PM. Introductions were made for all attendees.

II. Campus Action Plan

The committee reviewed the current Campus Action Plan. Discussion focused on how the plan informs both teacher and principal evaluations and supports instructional alignment.

III. Parent Square

Members discussed the importance of all parents enrolling for consistent campus communication. One parent expressed concern about not receiving messages; another noted receiving too many digest notifications. The team agreed to review notification settings and provide guidance to parents during upcoming events.

IV. Medical Forms

Reviewed updated medical forms required for student health screenings. Ensured staff awareness of new procedures and submission deadlines.

V. Campus Student Projections – Teacher Apprentice Reduction

Current enrollment: 249 students | Projected enrollment: 257 students. Due to actual enrollment, one of three Teacher Apprentices was transferred to another campus. The campus will continue to monitor enrollment closely.

VI. Fifth Grade Field Trip

Fifth grade field trip scheduled for October 29, 2025 at The Hobby Center. Permission slips and logistics will be finalized by the grade-level team.

VII. Campus Events

Parent member suggested organizing a Thanksgiving Food Drive to support families in need. Additional campus events discussed include a Fall Dance, Talent Show, and Fundraiser (specific type to be determined). The committee will finalize event dates and logistics at the next meeting.

VIII. Questions / Open Discussion

General questions were addressed; no additional concerns raised. Meeting adjourned at 6:00 PM.