

SDMC Meeting Minutes

Date: August 8, 2025

Members Present: Avisay Cerda, Jane Perez, Maritess Martinez, Felicia DeLeon, Roxanne Martinez-Jones, Kariati Easterwood, Elizabeth Foster, Alejandra Palomares, Dr. Sondria Toole

Meeting started at 1:15

- Ms. Perez presented the school-wide discipline. She talked about the conduct chart every six weeks to communicate with parents regarding student behavior. She also explained the incentive days.
- Ms. Foster asked if no homework is part of the demerit. Mr. Cardiel commented on using the incentive days as communication for parents.
- Ms. Sanchez recommended adding the contract to the Tuesday Folder, so that all parent communication will be in the Tuesday folder. Also, parents need to initial the form every week to ensure parents are aware of their child's behavior.
- Ms. Perez also explained about the Proud Parent Teacher Mail that will be given to students who demonstrate good behavior and follow classroom expectations. She also proposed having teachers number their students and line up by the number order. Teachers should also assign a seating chart for the cafeteria.
- Restroom cones – only one student at a time. Mr. Cardiel suggested having a timer or a system in place such as a restroom log.
- The committee agreed on having a seating chart for the cafeteria.
- Ms. Perez also recommended having morning routines.
- Ms. Alviento suggested adding lost of privileges such as field trips or other school events in the Incentive Days Contract.
- Mr. Cardiel commented on having Coffee with the Principal because parents would like to talk to Ms. Cerda.
- Ms. Sanchez recommended having the parents meet first in the cafeteria and having Ms. Cerda welcome them.
- Ms. DeLeon recommended showcasing parents who have been supporting the campus.

School Action Plan

- Ms. Perez explained the data we use for our Action Plan such as DIBELS/Lectura, NWEA Reading and ECR
- Focus will be on consistent structured small group instruction.

- PLC will be used on lesson planning and lesson internalization. Continue to use Data Tracking system
- Continue to grow teacher capacity since we have 12 new teachers.

Teacher Duty Time

- SDMC Committee voted on 7:15-3:30; Wednesdays are DEMO Days/Faculty Meeting from 3:30-4:30 PM.