

## DT Howard Middle School

Date: **November 11, 2025**

Time: **4:45pm**

Location: **Virtual/YouTube:**

<https://www.youtube.com/@DavidTHowardMiddle/streams>

- I. Call to order: 4:45pm
- II. Roll Call

Role	Name (or Vacant)	Present or Absent
Principal	Tekeshia Hollis	P
Parent/Guardian	Doug Brooks	P
Parent/Guardian	Deonne Malick El-Deiry <i>Chair &amp; Cluster Advisory Team (CAT) Representative</i>	P
Parent/Guardian	Joshua Griggs	P
Instructional Staff	Regina Bryant	P
Instructional Staff	Sudie Nolan-Cassimas <i>Vice Chair</i>	P
Instructional Staff	Jason Langbehn	P
Community Member	Heena Patel <i>Secretary</i>	P
Community Member	Boyd Baker	P
Swing Seat	Jenny Reiner	P
Student (High Schools)		

Quorum Established: **YES**

### III. Action Items

- a. **Approval of Agenda:** Motion made by: Sudie Nolan-Cassimas Seconded by: Jason Langbehn  
 Members Approving: 9  
 Members Opposing: 0  
 Members Abstaining: 0  
**Motion Passes**
- b. **Approval of Previous Minutes:**  
 Motion made by: Sudie Nolan-Cassimas Seconded by: James Baker  
 Members Approving: 9  
 Members Opposing: 0  
 Members Abstaining: 0

## Motion Passes

### IV. Discussion Items

#### a. Discussion Item 1: FY27 Budget Development Process

Principal Hollis presented the budget development timeline and strategic objectives.

#### Details

- **Tekeshia:** Presented the GO Team Budget Development Process Timeline, noting her staffing conference is on February 27th
- **Tekeshia:** Reviewed ranked strategic objectives including ensuring innovative enrichment, utilizing academic screener data, developing positive school culture, providing consistent communication, and retaining staff
- **Tekeshia:** Explained how resources align with strategic objectives through targeted interventions, small group instruction, and data-driven practices

### Staffing Proposal

Principal Hollis presented current and proposed staffing allocations.

#### Details

- **Tekeshia:** Explained the school has earned 20.5 gifted teachers due to the number of gifted students and segments offered
- **Tekeshia:** Noted that most positions are teaching positions, with core teachers also serving as gifted teachers
- **Tekeshia:** Described the grade-level structure: 8th grade has 4 math, 4 English, 4 science, and 4 social studies teachers; 6th grade added a two-man team this year that will move to 7th grade next year
- **Tekeshia:** Explained the need for positions not funded by the district, including SST/504 specialist, registrar, and STEAM coach
- **Deonne:** Requested more transparency around grade-level positions and course offerings
- **Jason.Langbehn:** Asked about space constraints in the building affecting staffing decisions
- **Tekeshia:** Confirmed one teacher (health) is currently floating between classrooms due to space limitations

#### Conclusion

- The school is maintaining most current positions while adding some hourly support positions
- Space constraints limit the ability to add new connections classes

### New and Modified Positions

Discussion of proposed new positions and changes to existing roles.

## Details

- **Tekeshia:** Proposed adding a part-time communication liaison to improve two-way communication with stakeholders
- **Tekeshia:** Recommended shifting from Master Teacher Leaders to Instructional Coaches with focus on ELA and math
- **Tekeshia:** Proposed increasing hourly reading intervention teachers from two to three (one per grade level)
- **Tekeshia:** Explained the need for an additional hourly SST/504 specialist due to caseload (150 students for 504s, plus Tier 2 and Tier 3 students)
- **Tekeshia:** Noted the change from site manager to plant engineer due to building size
- **Deonne:** Questioned the shift from Master Teacher Leaders to Instructional Coaches, noting previous discussions about the value of Master Teacher Leaders being able to spend 50% time with students
- **Tekeshia:** Explained Instructional Coaches provide more flexibility as they aren't required to spend time with students but can if needed

## Conclusion

- Principal Hollis will provide job descriptions for the communication liaison and instructional coach positions

## Intervention Approach

Discussion of the intervention model for supporting struggling students.

## Details

- **Tekeshia:** Explained the plan to have three hourly reading intervention teachers (one per grade level) instead of two
- **Tekeshia:** Noted that having grade-level dedicated staff would allow more time for planning, data analysis, and parent communication
- **Tekeshia:** Confirmed math intervention would remain a full-time position serving all grades
- **Josh:** Asked for clarification on the intervention model change
- **Tekeshia:** Explained intervention classes are offered through connections periods, meeting every other day
- **Deonne:** Expressed concern about finding and retaining hourly staff based on past challenges

## Conclusion

- The intervention model will include one full-time math interventionist for all grades and three hourly reading interventionists (one per grade)

## District Budget Changes

Discussion of district-level changes affecting school budgets.

## Details

- **Tekeshia:** Noted the \$45,000 security grant from the state will now be held by the district
- **Tekeshia:** Mentioned new requirements for schools to pay for SRO overtime and custodial overtime
- **Lisa:** Explained field trip funds are being held centrally but will be distributed to schools using a formula similar to last year
- **Lisa:** Confirmed athletic stipends will be held centrally and distributed based on actual needs
- **Lisa:** Stated the security grant is recurring but will be held by operations while they conduct safety assessments
- **Deonne:** Expressed concern about new fees being pushed to schools without additional funding

## Conclusion

- Several budget items previously managed by schools are now being centralized
- Schools will still need to budget for certain overtime costs

## Motion to Table Budget Vote

Discussion and vote on whether to table the budget approval until a later meeting.

## Details

- **Deonne:** Proposed tabling the budget vote until February 23rd to allow time to gather more information
- **Josh:** Noted he didn't have concerns about the budget but would be fine attending another conversation
- **Tekeshia:** Expressed that delaying would limit her preparation time for staffing conferences
- **Heena:** Asked if tabling might result in additional funding as had happened with some schools last year
- **Tekeshia:** Clarified that no additional allocations were received last year, though they did gain access to reserves
- **Diane:** Explained the GO Team's role is to decide if allocated money is being spent appropriately, not to determine allocation amounts

## Conclusion

- The GO Team voted 4-1 with 2 abstentions to table the budget vote until February 23rd
- The follow-up meeting will be held in person with a virtual option, lasting 45-60 minutes

## Challenges

- Space constraints in the building limit the ability to add new connections classes or programs
- One teacher (health) is currently floating between classrooms due to space limitations
- Finding and retaining qualified hourly staff for intervention positions
- Managing the large caseload (150+ students) for the SST/504 specialist
- Adapting to new district requirements for schools to pay for SRO overtime and custodial overtime
- The school ranked lowest in APS on the Family Engagement Survey despite showing double-digit improvements
- Limited time for Principal Hollis to prepare for staffing conferences if budget approval is delayed

## Action items

- **Principal Hollis**
  - Provide job descriptions for the communication liaison and instructional coach positions
  - Share data on current course offerings and sections, particularly for gifted courses
  - Prepare information from the Family Engagement meeting (February 11th) to share with the GO Team
  - Attend the follow-up budget meeting on February 23rd
- **GO Team Members**
  - Attend the follow-up budget meeting on February 23rd to vote on the FY27 budget
  - Review additional information provided by Principal Hollis before the next meeting
- **Staff Representatives (Ms. Nolan, Mr. Langbehn, Dr. Bryant)**
  - Consider gathering feedback from staff during PL days (February 17-18) regarding the budget proposal

## V. Adjournment

Motion made by: Sudie Nolan-Cassimas ; Seconded by: Jenny Reiner

Members Approving: 8

Members Opposing: 0

Members Abstaining: 0

Motion Passes

**ADJOURNED AT 6:38pm**

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Minutes Taken By: [Heena Patel](#)

**Position:** Secretary

**Date Approved:** [Insert Date When Approved]