

SECONDARY DAEP

Shared Decision-Making Committee (SDMC) Meeting Minutes



Date: October 14, 2026 **Start Time:** 4:00 p.m.

Meeting type: First Quarterly SDMC Meeting of the 2026–2027 school year | Location: Conference Room

Attendance

The meeting was called to order, and members introduced themselves. Members in attendance were Mr. Shore, Ms. Gonzalez, Mr. Lopez, Ms. Bross, Ms. Coleman, Ms. Long, Ms. Whittle, Mr. Westbrooks, Mr. Alvarez, Ms. William, Ms. Gallegos, including Sunrise Center representatives Ms. Stringer and Mr. Olvera.

1. Sunrise Center and Student/Family Supports

The Sunrise Center shared that onboarding is underway and its grand opening is scheduled for November 3, 2026. Planned resources include free computer and ESL classes for parents, a mobile food bank every two weeks, and a future on-site pantry pending refrigerator and freezer availability.

The Center will distribute information flyers for campus offices and families. Staff also discussed coordination with the new drug diversion initiative, Family Houston, and youth career resources. Operating hours were discussed as 8:00 a.m. to 5:00 p.m., with possible extended hours for events.

2. MTSS and Safety/Compliance

- MTSS was identified as an ongoing campus priority, with meetings discussed for the first and fourth weeks of each reporting cycle.
- Members discussed parking, traffic flow, and campus access in coordination with the Sunrise Center. Recommendations included improving signage and directional guidance to support safe and efficient access for staff, students, families, and visitors.
- Campus door-access concerns are being addressed.
- Completion of children's internet safety requirements was also mentioned, with counselors involved.

3. Facilities and Parking Concerns

- A work order was reported for water fountains not working in the 600 Building. Water dispensers are being explored; a quote has been requested for water dispensers, with water refilling logistics still to be determined.
- Members raised concerns about faded or missing parking space markings and directional arrows. Unsafe use of the parking exit as an entrance and vehicles stopping with hazard lights near the office were discussed. Administration indicated a staff reminder would be sent while striping and arrows are pursued.

4. Student Belongings at Dismissal

Members discussed concerns about students retrieving the wrong jackets, hoodies, or other belongings from shared storage at dismissal.

A proposed approach would use labeled bins associated with students' last-period teachers (fourth period on A days and eighth period on B days), with teachers supervising retrieval. Counselors could explain the process during student orientation. Additional bins may be needed.

The group agreed to try a simple approach and adjust it if necessary; operational details were not finalized.

5. Instruction, Classroom Management, and Student Engagement

- Members raised concerns about mixed-course classrooms, especially upper-grade courses, where students working independently on different subjects may need more guidance and monitoring.
- Administration discussed classroom walkthroughs, engagement strategies, regular teacher check-ins, and supplemental materials for students taking different courses. Credit-recovery students were described as using Edgenuity; other supplemental resources were discussed.
- Teachers shared practices such as printed lesson materials, independent activities, checking on students frequently, and differentiated supports. Discussion also addressed demonstrations of learning, lesson-support packets, grading evidence, portfolios, participation, and contacting families when students are failing.

6. Student Incentives

Members briefly discussed Panther Bucks for middle school students. Staff reported positive student excitement and motivation; implementation is continuing.

Meeting Adjournment: 4:50 p.m.