

DURKEE ELEMENTARY SCHOOL

Meeting Minutes

Meeting Title: SDMC Meeting

Location: Durkee Elementary Room 1

Date: October 15, 2026

Time: 4:15 – 5:15 PM

Minutes Recorded by: Myesha Ervin

Attendees: Staff/Parents/Community Members

Meeting Facilitators:

Rosalinda Lamas – school principal

Principal Lamas opened the meeting by welcoming committee members and thanking them for their participation. Following the welcome, committee members introduced themselves. The purpose of the meeting was to review campus safety, enrollment, student achievement data, staffing updates, and opportunities to increase parent and community engagement.

Mr. Ott provided an update regarding campus safety and security procedures. He explained that weekly door sweeps are conducted on all 24 exterior doors, while the campus security officer performs daily door checks. A concern was identified with Door 14 due to an issue with the weather stripping. The district has been notified and is aware of the problem.

Mr. Ott also discussed areas for improvement during emergency drills. Students are not exiting the building as quickly as expected during fire drills. Additionally, staff members have experienced challenges using the emergency management application, including difficulties logging in and accounting for individuals on campus who are not in the system. He emphasized the importance of improving the speed and accuracy of student check-ins and accountability procedures during emergency drills. Campus staff will continue working to strengthen emergency preparedness and ensure that all students and individuals on campus are accounted for efficiently.

Principal Lamas provided an update on current enrollment numbers. Durkee Elementary currently has 362 students enrolled, compared to the district's projected enrollment of 380 students. Enrollment continues to fluctuate as students enroll and withdraw throughout the school year. Due to declining enrollment, staffing adjustments were necessary. A fourth-grade teaching position was eliminated; however, because there was an existing kindergarten vacancy, the affected teacher was reassigned to kindergarten. Principal Lamas also expressed concerns regarding low fifth-grade enrollment and the need to maintain current class sections, particularly because bilingual classes have higher enrollment than non-bilingual classes. The district's official enrollment snapshot date is October 30th, and the campus goal is to reach the projected enrollment of 380 students by that date.

Principal Lamas noted that despite the enrollment shortfall, Durkee Elementary does not currently owe funds to the district because existing staff vacancies helped offset the financial impact. The committee discussed factors contributing to declining enrollment, including increased competition from nearby charter schools such as YES Prep and Beta Academy. These schools offer different grade configurations, including K–8 and K–12 models, allowing families to enroll multiple children at one campus. Principal Lamas explained that Durkee's school hours may also influence families' enrollment decisions.

A parent asked how the district determines enrollment projections. Principal Lamas explained that projections are calculated using historical enrollment data and community population trends. When asked whether current circumstances are considered, she explained that the district relies on an established projection formula that may not fully reflect changing community conditions. The committee also discussed how immigration-related circumstances have affected enrollment, with some families returning to their countries of origin. Principal Lamas emphasized that student enrollment and consistent attendance are important to campus funding and resource allocation. Committee members discussed possible strategies to increase enrollment and reach the district's projection of 380 students.

The committee reviewed student achievement data, with particular attention to mathematics performance. Recent MAP assessment results identified mathematics as an area of significant academic need across all grade levels. As a result, the campus is placing increased emphasis on consistent student participation and completion of grade-level lessons in Zearn. It was reported that two teachers currently have a 0% Zearn lesson completion rate among their students. Staff were reminded that students must complete lessons aligned with their grade level for the instructional time to count toward the campus's expected usage goals. Third grade currently has the highest overall Zearn completion percentage. Additionally, Ms. Lenox's kindergarten class has demonstrated strong participation, achieving a 92% completion rate.

Ms. Salay suggested incorporating friendly competitions to motivate students to complete lessons in Zearn and Amira. She explained that creating opportunities for students to compete and celebrate academic accomplishments could increase engagement and participation. To promote accountability and encourage student achievement, the campus has established a Zearn progress board in the hallway. The board will be updated every Monday to display student completion percentages and allow students, teachers, and staff to monitor progress. The goal is to encourage consistent participation, recognize accomplishments, and improve mathematics performance across grade levels.

Principal Lamas announced that Durkee Elementary is now 100% fully staffed. With all teaching positions filled, teacher apprentices will be able to transition back into classrooms to provide additional instructional support. Ms. Chavez will provide support in third grade, while Ms. Lennox will assist with fourth-grade reading instruction. Teacher apprentices will be assigned to classrooms and grade levels based on identified academic needs and student performance data.

The floor was opened for committee members to share questions, concerns, and recommendations. One concern raised was the low parent attendance at the recent Open House. Committee members discussed the need to strengthen family engagement and encourage greater participation in school events and activities. Several suggestions were shared to increase parent involvement, including expanding the school's social media presence through platforms such as Facebook and TikTok, promoting school activities more consistently, and organizing additional family-centered events that build a stronger sense of community. Committee members also suggested offering incentives such as prizes, raffles, and giveaways to encourage families to attend school functions. The discussion emphasized the importance of creating welcoming, engaging opportunities that strengthen relationships between the campus and families.

The meeting concluded following the open discussion of campus concerns and recommendations.