Patterson Elementary

Dual Language | Literature Magnet | IB World School

5302 Allendale Rd., Houston, TX. 77017
Office: (713) 943-5750 Fax: (713) 943-5755
Luis Saenz, Principal
Cameron Nicklaus, Assistant Principal Blanca Campos, Assistant Principal
Kanwal Siddiqui, Assistant Principal Rachell Archelus, Magnet Coordinator
Josefina Pena, Instructional Coordinator Anita Flores, Office Manager

Minutes as follows:

Meeting called to order at 3:30 PM
September 14, 2026

Members present: Principal Saenz, Ms. Siddiqui, Mr. Nicklaus, Ms. Amil, Mr. Barrett, Ms. De Guzman, Nurse Leija, Ms. Pena, Ms. Brumfield, Ms. Locke, Ms. Legaspi, Mr. Cervantes, Ms. Campos, Ms. Cullado, Dr. Archelus

Agenda:
Introductions
SDMC Roles and Responsibilities
Enrollment/Budget/Leveling
Proposed Expenditures for 26-27
Safety/Security
Instructional program
Questions/concerns

1. Leadership announcements - Ms. Siddiqui will serve as Assistant Principal, Dr. Archelus will serve as the Magnet Coordinator. Duties for all administrators were discussed.
2. Teachers of the year: TOY Banquet on Friday
    a. Ms. Encarnacion - Bilingual Teacher of the Year
    b. Ms. Caliboso - ESL Teacher of the Year
    c. Ms. Cullado - HISD Teacher of the Year
3. August and September Birthdays were acknowledged
4. Introductions from SDMC members
5. SDMC Roles and Responsibilities were reviewed by Principal Saenz. This is a member driven committee that works for the common good and improvement of Patterson ES. This committee is also charged with relaying information to the staff. Working with Principal Saenz, the committee gives recommendations for campus decisions. The committee decisions and discussions are shared with the community and the district.
6. Campus Enrollment/Budget/Leveling
    a. Currently serving 769 students. Our projected enrollment was set at 830, placing us 61 students short from the projection. The campus budget is based on the projected enrollment. Because of this student shortage, we are in a deficit of $230,000.00, which will be returned to the district. Our campus budget will be cut accordingly, which equates to about 4 positions. If we are able to enroll 61 students by Snapshot date (October 30), our budget will return to the previous amount. Impacted staff members will be notified by Mr. Saenz ASAP.
7. Expenditures



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   a. IXL - Summit K-12 - these two resources cost $30,000. These programs have already been purchased.
   b. Instructional needs, tutorial needs, and IB expenses.
   c. IB workshops and staff developments
   d. Field trips
   e. Project Class training and campus support
   f. Extra-curricular activities (music, robotics, soccer, etc.)
   g. Student awards and incentives
   h. Campus operations
      i. Safety needs, technology upgrades, facilities maintenance, operational needs

8. Safety and Security
   a. No exterior doors propped open; we have had several reports that doors have been left open during the arrival times. Please remember that all doors must be closed at all times.
   b. Arrival and dismissal duties - please work to keep walkers and parents with students on the sidewalks and do not allow people to cut through traffic
   c. Classroom doors must be locked but left open, in the case of a lockdown.
   d. Officer Gonzalez is our full-time patrol and safety guard.
9. Instructional programing
   a. We are continuing with HISD Curriculum, including LSAE and second teach. We are working to ensure that students receive strong second teach, small group and acceleration, including LSAE and digital resources.
   b. We are adjusting our Specials as we no longer have theatre but have brought back creative writing/literature lab. This will be a strong focus and connection to our Literature Magnet program. The Literature Lab is led by Ms. Hernandez, and we are very happy to have her back on campus.
   c. If anyone is interested in sponsoring an extra-curricular activity or club, please contact Mr. Saenz
10. Questions or concerns:
   a. Nurse Leija discussed how her small business has collaborated with students at Milby HS. She would love to partner with Patterson to expose students to entrepreneurship.
   b. Ms. Siddiqui and Ms. Locke has discussed the prospect of organizing a student garden club. There is a cohort of teachers who are interesting in leading the club.

Minutes were approved and the meeting was adjourned at 4:25 PM.

