C. MARTINEZ ELEMENTARY

HOME OF THE MEGA WOLVES

ACCOUNTABILITY
INTEGRITY
EXCELLENCE

Shared Decision-Making Committee (SDMC)

MEETING MINUTES

DATE	TIME	LOCATION	FACILITATOR
October 21, 2026	4:45 p.m. – 5:20 p.m.	C. Martinez Library	Principal Qwinyette Moore

ATTENDEES

Principal	Principal Apprentice	Office Manager	Teacher	Assistant Principal	Assistant Principal
Qwinyette Moore	Meirha Roberts	Ms. Cardenas	Mr. Salas	Audrey Washington	Brooke Taylor-Johnson

1 WELCOME & INTRODUCTIONS

The meeting was called to order at **4:45 p.m.** Attendees introduced themselves, beginning with Principal Qwinyette Moore.

2 CAMPUS PERFORMANCE & DATA-DRIVEN INSTRUCTION

- Principal Moore shared campus accountability data and emphasized the importance of using data-driven instruction, the NES model, and best practices.

ACCOUNTABILITY RATINGS

2022–2023	2024–2025	2025–2026	2026–2027
C	F	D	B

C. Martinez is now a **B campus!** Continued growth depends on high-quality Tier 1 instruction, the NES model, and implementation of best practices.

3 TEA ACCOUNTABILITY DOMAINS

Domain 1 – Student Achievement

- Approaches, Meets, Masters
- Push instruction through Tier 1 best practices.

Domain 2A – Academic Growth

- Focus on individual student growth.
- Saturday tutorials will begin in November to improve Domain 2A.

Domain 2B – Relative Performance

- Compared to other campuses.
- 100% submission of socioeconomic forms (97.7% identified as socioeconomically disadvantaged).
- Must grow from quintile to quintile.
- Provide Summit K-12 digital learning time for 3rd grade and other emerging bilingual students.

Domain 3 – Closing the Gaps

- Focus on special populations: SPED, 504, and bilingual/EB students.

4 INSTRUCTIONAL DATA

RT WALK DATA (SPOT)

25–26 RT1	RT2	RT3	RT4	26–27 Round 1
9.9	13.3	13.3	14.5	10.4

- First RT (10.4) aligned to SPOT data.
- Calibrated with Senior EDI, Dr. Giddens, on Oct. 21st.
- High-performing teachers can no longer be capped.

EARLY CHILDHOOD & LITERACY

Pre-K CIRCLE Proficiency	25–26	26–27 (current)
	39%	8%

- DIBELS data is low.
- Ensure teachers meet mCLASS deadlines during intervention cycles and sessions.
- Admin will provide in-the-moment coaching and classroom walkthroughs to support teacher growth and increase reading proficiency.

5 CAMPUS ACTION PLAN

- **Key Action:** Improve the quality of instruction.
- Measure: RT walks (first RT 10.4).
- Calibration with Dr. Giddens completed on Oct. 21st.
- Action Items: Ensure differentiation for 504, SPED, and bilingual students through planning, scaffolds, and supports.
- Provide teachers planning support to design lessons with special populations in mind.
- Action plan and campus improvement plan will be revised and shared with teachers. It includes everyone.

6 SPECIAL POPULATIONS (AP WASHINGTON)

- Identify special-population students.
- Use data-driven decision-making to drive teacher moves and instruction.
- Track student data to ensure teachers plan with these students in mind.
- Support teachers in applying supports and scaffolds.

7 HISPANIC HERITAGE & SCHOOL CULTURE

- Mr. Salas shared his experience as an EB student.
- To ensure students feel seen, we will honor the Hispanic culture.
- **Coco Movie Night** for Día de los Muertos **on November 3** (Nov. 1 is a Sunday).

8 ATTENDANCE

- Attendance impacts budgeting, state funding, supplies, and instructional needs.
- Begin morning call-outs via ParentSquare.
- End-of-month dance for students with good attendance.
- Attendance board to showcase students with perfect attendance.

9 CAMPUS CLEANLINESS & WELLNESS

- Custodial staff must maintain a clean and safe learning environment.
- Cleaning throughout the day: mopping, restrooms, high-traffic areas.
- Students and teachers are getting sick.
- Teachers will receive a box of cleaning wipes for healthy habits to clean their areas.

10 MATHEMATICS FOCUS

- Math is a heavy focus on our campus.
- Use STAAR-quality scaffolds during instruction.
- Teach students how to use scaffolds on the test.

11 SPECIAL EDUCATION

- Doing great on compliance.
- Teachers need to learn how to read their IEPs.
- Provide support on understanding and implementing IEPs.

12 PARENT ENGAGEMENT & SURVEYS

- Campus Culture Survey will be sent Friday.
- Parent survey already sent via ParentSquare.
- Principal Moore will review results with staff.
- Teachers must reach out to non-English-speaking families to ensure concerns are addressed.

13 SATURDAY SCHOOL

- Begins in November.
- Time: 8:00 a.m. – 12:00 p.m.
- Will support campus growth and instruction.

14 NEXT STEPS / ACTION ITEMS

- Revise and share action plan with teachers.
- Implement Saturday tutorials.
- Monitor mCLASS and DIBELS.
- Continue calibration and instructional coaching.
- Implement attendance initiatives.

15 ADJOURNMENT

The meeting adjourned at **5:20 p.m.**