

# **SHARED DECISION MAKING COMMITTEE**

**2019-2020**

**Ed White Elementary**

**“A Tradition of Excellence”**

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## **SDMC & Staff Members**

**E. Jaramillo, J. Slamen, J. Prophet, P. Surana, I. Babajide, M. Lefkowitz, J Allen, J. Hernandez, P. Black, L. Carriere, P. Caston, T. Taye, J. Cooper, S. Ward, L. Bunjo, G. Williams**

**(Attendees present)**

## **SDMC Minutes**

**September 23, 2019**

SDMC meeting was called to order at 3:15 pm.

### **Introductions**

- **New SDMC Members: (Terms 2 years)**  
Ms. Prophet  
Ms. Hernandez
- **PTO Member**  
Ms. Cooper- PTO Vice President

SDMC is the decision-making committee for the campus. The committee will assess educational outcomes and make decisions to improve student achievement. Members will share information from the meeting with their grade levels.

## Enrollment

- Projection

The projection for this school year is 727 and as of 09/23/19 our actual enrollment is 738. We will receive additional funding if our count remains as projected as of October 25, 2019; Snapshot date.

## Attendance

- Our attendance goal is 98% daily. Teachers are encouraged to motivate students to come to school every day. If a pattern of being absent is noticed please notify Ms. Hernandez (Wraparound Specialist) so that the parent can be called.

## Budget

- Currently, we have two substitute budgets that are in the negative. Funds from our general revenue budget had to be used to cover negatives in the amount of \$1700.00. If we continue to transfer funds from GF1 budget strands, this will decrease the amount of funds we can use to purchase items for the classroom (printers, paper, laptops, etc.) Teachers and staff are asked to make all appointments after school; if possible.

## School Improvement Plan (SIP)

- This year a committee comprised of all grade levels was created to come up with strategies to improve Reading and Math scores. Mrs. Babajide informed committee of the reading goals and strategies and Ms. Caston presented goals/strategies for Math,

Attendance, Post-secondary Readiness, Improve Safety, Public Support and Confidence, and Special Populations. It was motioned by Mrs. Black and seconded by Mrs. Carriere that the SIP stand as is with no needed revisions. The SIP was unanimously approved by the SDMC. Please see the attached documentation to view goals for this school year.

### Miscellaneous Items

- Reporting time is 7:15 AM. Administration has noticed that several employees are arriving late to work. Teachers and staff are asked to follow the school's protocol when running tardy. If there is a pattern of tardiness, individual(s) will receive a written memorandum.
- Timesheet: Please sign-in/out at your scheduled time of 7:15 AM – 3:05PM. It is important for staff to sign in/out for their correct duty to avoid any misinterpretations for extra-duty pay. For those individuals teaching tutorials or working on a special project, you will need to log hours on Extra-Duty pay form.
- Field Trip Documents: All field trip request are approved by the West Area Office. Documentation will need to be submitted at least 10 days prior to field trip. Grade-level chairs and/or representatives are responsible for obtaining forms from Ms. Taye and submitting them to her in a timely manner. After Ms. Caston has approved field trip, forms will be sent to the West Area Office for approval.
- Grade-levels will continue conduct one fundraiser for the school year to assist with costs for fieldtrips, assemblies, etc.

- Technology Note: The Imagine Learning digital resources link is managed here on campus. Make sure that the students are signing in through the digital resources to open the application.
- Additional Imagine Math components were purchased by the school in the amount of \$5000.00. STAAR Readiness Site License + Imagine Math Facts Site License has been purchased for Kinder through 5<sup>th</sup> Grade. Please utilize these tools with fidelity.
- Early Dismissal is Friday, September 27, 2019 at 12 noon. It was proposed and approved that the staff stay on campus to do vertical alignment.

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