

# Westbury High School

## SDMC Meeting Agenda

February 8, 2021

4:15 – 5:15 pm

The Houston Independent School District (HISD) Board of Education established and approved the campus-level planning and decision-making process in 1992. This process includes the creation and maintenance of a Shared Decision-Making Committee (SDMC) at each school to review the district's educational goals, objectives, and major district wide classroom instructional programs. The SDMC must be *involved in decisions related to* areas specified by the Texas Education Code. The code states that the SDMC will be involved in decisions in the areas of *planning, budgeting, curriculum, staffing patterns, staff development, and school organization.*

**Areas SDMC we will discuss as an advisory to the Principal... but not limited to....**

Category	Minutes
<p>Budget</p> <ul style="list-style-type: none"> <li>• Enrollment - 2360</li> <li>• ADA – 92.6%</li> <li>• Upcoming Expenditures</li> </ul>	<p>Ms. Nixon shared that Westbury is on-track with enrollment and improving with attendance toward our goal of 94%. Both enrollment and attendance will affect next year's budget. We should be prepared to see lower enrollment next year.</p> <p>We have funds that we need to spend from this year's budget. Each department will be asked to submit needed items. Since substitute and other day to day costs are lower this year, it is a great year to think about needs and wish list items. For Athletics , we invested \$15,000 maintenance for baseball/softball fields. We will be purchasing at least one complete varsity uniform per sport and also purchasing needed equipment. We are also seeking a quote on football field irrigation/leveling to see if that might be possible this year.</p> <p>Teachers/staff will also be receiving a new desk chair if they did not get one due to construction/renovation. We are considering the purchase of senior caps/gowns for students this year due to financial strain on families which would be about \$27,000. We are also working on supply orders for next year. Mr. Brown and his team are working on providing every teacher with a 2<sup>nd</sup> monitor and adapter.</p> <p>Ms. Hojinacki suggested the purchase of addition lab equipment for science to more readily accommodate student labs. Mr. Rice suggested that we explore alternate uses for locker niches to use as counter areas for workspace or other use.</p>
<p>Staffing Patterns</p> <ul style="list-style-type: none"> <li>• New Hire – Christopher Barnes &amp; Naytrisha Orr</li> <li>• HISD Hiring Restrictions</li> </ul>	<p>HISD is currently 12,000 below enrollment for this year. There is an informal hiring freeze for contract positions to protect current employees as we end this year and go into next year.</p> <p>Mr. Christopher Barnes has joined us as an Hourly Teacher in the SS department and will be supported WGeo. Ms. Nayrisha Orr is our new Communities in Schools case worker.</p>
<p>Attendance</p> <ul style="list-style-type: none"> <li>• 98% for 1<sup>st</sup> week of S2</li> <li>• ADA is not every class</li> <li>• Be Present Campaign</li> </ul>	<p>Ms. Nixon reported that our 1<sup>st</sup> week of Semester 2 had 98% ADA which was a huge improvement. However, the group discussed that ADA does not reflect attendance in every class. We are very concerned about high NG and failure rates for the 1<sup>st</sup> semester.</p>

	HISD will be launching a new “Be Present” Campaign to stress the importance of daily class attendance. Westbury will be participating in these efforts.
<b>School Organization</b> <ul style="list-style-type: none"> <li>• Report Card Letters</li> <li>• Return to In-Person Letter</li> </ul>	We are still trying to clear errors in order to electronically send 1 <sup>st</sup> semester report cards. Once again, we will mail a copy of the student report card with failing grades and NGs highlighted. Each student will also receive one of two letters. For students on-track or with a few issues, they will receive the usual letter with status and suggestions for support. For students with significant issues, they will receive a new letter strongly suggesting they return to in-person instruction following are Hybrid schedule. Special Education students will be invited to attend every day and will have an official Advocacy assigned with a general ed teacher for alpha days and a co-teacher assigned for their extra days.
<b>Curriculum</b> <ul style="list-style-type: none"> <li>• Hybrid Instruction Discussion</li> <li>• SPED every day as needed</li> </ul>	<p>Ms. Nixon explained that Dr. Lathan expects that in-person instruction is more than virtual instruction at school. We are expected to offer alternatives and additional support for learning and Suggestions – paper copies of texts and assignments. Hard to predict but it does help. Asynchronous time could be small group/tutorials/small group help. Students coming regularly are more likely to ask for help in-person. Question – can we do supplemental packets for 3<sup>rd</sup> cycle (White)? Yes – grade changes can be allowed.</p> <p>Ms. Hojinacki suggested the following strategies to support in-person students: several checks on progress during synchronous and asynchronous time; reviewing their grades and attendance in PSI and giving them alternate ways to submit work/show learning such as paper, whiteboards, etc.</p>
<b>Planning</b> <ul style="list-style-type: none"> <li>• 2021-22 Look Ahead</li> <li>• 7 vs. 8 (Pros/Cons)</li> <li>• Bell Schedule Mock-ups</li> <li>• Discussion of Key Needs</li> </ul>	Ms. Nixon shared the reality of this year is a much higher failure rate for students which will then have an impact on graduation rate. We will also likely have hybrid instruction continuing into next year (virtual/in-person). Ms. Hale introduced 2 sample block schedule options for next year to accommodate 8 class periods. Ms. Hojinacki raised a suggestion/concern about moving office hours to the end of the day to accommodate working students. Also asked if our school day can start earlier than currently. Ms. Hale commented that core class sizes will likely go down a little bit, but elective class sizes are likely to go up. The voting SDMC members present agreed by show of hands that we should move forward with exploring an 8 period alternating block schedule for next year.
<b>Professional Development</b> <ul style="list-style-type: none"> <li>• Testing Training</li> <li>• STAAR Trainings</li> </ul>	Ms. Nixon shared that we have multiple test administrations coming up: TELPAS (Feb 24&25); SAT/PSAT on Mar 3 and Mar 10; and STAAR beginning in April. The majority of campus PD will focus on testing.
<b>In Attendance</b>	SDMC Members in Attendance: J. Nixon, K. Campbell, C. Jones, K. Hojinacki, J. Brown, M. White, R. Leija, R. Washington, and W. Rice. Additional staff in attendance: T. Gilliam, L. Hale, M. Gonzales, and M. Arvie.