**Bush Elementary School**

**SDMC Meeting 3rd Quarter Agenda & Minutes**

**Thursday, May 16, 2024**

1. **Welcome**
2. **Roles and Duties**
   1. **Chairperson- Linh Hoang**
   2. **Minutes- Dawn Ritchey**
   3. **Time Manager- Val’ree Shankle**
3. **Speakers to Agenda Items –**

**Nurse**

The nurse would like to change the student handbook policy for medication administration by parents at the school. She suggested adding guidelines for parents who administer medication to do so in the presence of the nurse, she will then document the medication administration by the parent.

1. **Budget Updates- State of the School**

Ms. Hoang reviewed the budget. The school will have a budget that is $180,538 less than the previous year. To compensate, Ms. Hoang is not replacing the non-instructional aide, she is waiting to hire a replacement for the front office staff, and not hiring a replacement for an instructional interventionist.

* 1. Current Enrollment is 719 as of 3.15.2024
  2. This year’s enrollment count based on PEIMS snapshot was 730
  3. District projection for next year based on March 5th enrollment is 720

Budget – Total Budget: $3,673,374 (last year was $3,853,912 based on 730 projection at $5,279 per pupil) – Difference of $180,538 less than last year.

Salary – $3,425,181 (93% of campus budget)

Non-Salary - $248,193 (7% of campus budget)

34% -for general supplies

25% -for subs

10% -for shared services for Special Ed

10% -for miscellaneous spendings (UIL, Copier Lease buyback, summer PD,

travel fees/dues, etc.)

8% -for contracted services

7% -for extra duty pay

3% - for campus capital

2% -for food/refreshments

1% -for maintenance/operation supplies

1. **T-Shirt Design selection for Next Year's Motto "The Paw-sibilities are Endless"**

SDMC voted on the top three submissions for t-shirt design.

1. **Safety During Arrival and Dismissal**Internal adjustments due to the water fountain leak during spring break. Will keep the current plan for next year. Third grade will remain the the back hallway for dismissal. The addition of two adults to the bus zone area in the morning to assist with traffic control will be implemented.
2. **Review of School Handbook for 2024-2025**Ms. Hoang would like to add a requirement for homework Monday through Thursday. Homework should be the same throughout the grade levels 1-5. Kindergarten homework will be optional (more for teacher handbook).   
     
   Grade level projects for next year will have research done at school. The student can complete the finished project (make it pretty) at home.   
     
   Parents will be offered a designated Monday or Friday assigned by grade level to have breakfast/lunch with their student. PTO will add a question to the end of year survey to see if breakfast with your student is preferred over lunch with your student.   
     
   Birthday celebration treats were discussed. The expense of non-food items has been brought up to the members of PTO. Rewording of the “optional” part of treats needs to be emphasized.   
     
   Name being announced over morning announcements are not part of birthday book club. All student’s birthdays will be read over morning announcements.  
     
   Ms. Hoang will look into School Pay.  
     
   The word homeless will be changed to unhoused.  
     
   Teacher’s placing playground equipment on their wishlist was discussed. Best to use quality playground equipment.
3. **Draft of School Action Plan for 2024-2025**Principal Hoang reviewed the 4 key actions for the draft of school action plan.  
     
   There is a new policy for donations from parents. Parents must list how they want the school to use their donations. Currently, parents are selecting “school supplies.” Principal Hoang would like for them to choose “principal discretionary fund.” Options such as teacher PD, teacher appreciatation, digital resources, principal discretion, and others were discussed.
4. **SDMC members for 2024-2025**SDMC will be voted on in September 2024.
5. **Other Business**

**Meeting adjourned at 4:51PM**