



SDMC MEETING MINUTES

Wednesday May 7, 2025

I. SDMC Meeting Notes

- A. Public meeting
- B. Wednesday, May 7 2025
- C. Committee Members Present:
 - Margaret Randall, Principal
 - Charles Kevin Gray, Teacher
 - Ms. Gatica, Magnet Coordinator
 - QueenKeeKee Servance, Teacher
 - Ms. Ortega-Harris, Parent
 - Mr. Dowiak, Parent
 - Ms. Dudley, Parent
 - Ms. Schoene, PTO President
 - Ms. Hogge, Parent

II. Key Dates

- A. AP Exams May 5-16
 - 1. Students are expected to take the EOC AP Exam
 - 2. \$40 fine for no-shows
 - 3. Last year we paid nearly \$4,500 in fines for no-shows
 - 4. New: Parent conversations about placement in early fall semester next year when students struggle in AP classes
 - a) We want students to strive and excel, but when it isn't a fair environment, we need to be honest and discuss that
- B. Final Exams
 - 1. HISD says May 29th to June 4th
- C. Summer School Begins—June 16th
 - 1. We are sending official letters to summer school students from Waltrip

III. Magnet Updates

- A. 200 seats offered for 2025-26
 - 1. 161 currently confirmed
 - a) 51 are Magnet
 - b) 105 are CTE
 - c) 5 = Montessori
- B. Submissions down by 18% year-to-year
 - 1. We are equal to the number of seats accepted though

- C. Closing of 2024 we had 188 confirmed, expect a similar number this coming year at this pace
 - 1. We get a late surge in late Phase 2 decision making
 - 2. Projected Freshman class 2025-26 estimated 500(+)
- D. May be phasing out Montessori, being discussed
- E. Parent question about being zoned to Waltrip and preference
 - 1. The process gets complicated for those zoned to Waltrip depending on target program
 - 2. We do have many confirmed zoned applicants
 - 3. It is counterintuitive for parents, but the reasons for this being complicated are financial, it plays differently based on funding streams
- F. Mr. Dowiak
 - 1. In September 2025, we had an 1,821 count but Ms. Honoré entered a lower number in the 1500s
 - 2. This matters for budgeting and yield thresholds
 - 3. What is the process to estimate that correctly?
 - a) PR. Randall: It is different now, in the budget section
 - b) We are projected to be 21 fewer students with 92.2% attendance, but more on this in budget section

IV. Enrollment Projections

V. Master Schedule

- A. Master Schedule Completed, Our deadline is May 9 for uploading data
 - 1. The HISD deadline is later in May (19th?)
 - 2. G/T students target at least 2 AP courses
 - 3. Number of sections per course is figured and included
- B. Rising seniors get fall schedule draft copies on June 4th at an assembly
 - 1. Requests for changes can be made at that time
- C. June 27th deadline for all schedules to be audited in Power School
 - 1. Students may meet with counselors in June regarding scheduling issues
- D. Grades 9-11
 - 1. We are hand loading all schedules instead of relying on the systems to communicate
 - 2. Past shenanigans in scheduling inform us to avoid those glitches by scheduling 15 minutes with students and counselors for those who sign up for them
 - a) AP staff helping with this effort as well.
 - 3. Power School will shut down in late July, and schedules should be available in early August

E. August 2025

1. 7-12 of August

- a) New student scheduling week
- b) There is always an influx at this window
- c) But we're planning for it this time
- d) We're enrolling 30 students a day and making appointments for the overflow each day
- e) Addresses liability issues of people on campus whom we are not legally responsible for
- f) No schedule changes for enrolled students during these days

2. August 18-29

- a) Final schedule change request window
- b) 29th is the 3rd week of school, principal approval required for schedule change after the 29th

F. Mr. Dowiak: what is different and better with this plan?

1. In years past...

- a) School Links and PowerSchool left to talk digitally, and it failed every time. Not relying on that this year
- b) Spreadsheet backups this year, and not using the load feature this year
- c) Not waiting for the reboot of Power School, we load our manual schedules after the reboot
- d) We will need to audit every student's schedule to confirm no glitches appeared in the process/change(s)

G. Mr. Dowiak: How long does it take to upload each one?

1. 8-10 minutes per student

2. Mr. D.: Workforce to do that?

- a) In years past of doing this method in prior middle schools, we've only needed to do that with 8-10% of the student population, shouldn't be more than that
- b) Consulted with other principals at large neighbor high schools, and they all hand schedule and load, and that's why they don't have the problems Waltrip has had with this in the past

VI. Bell Schedule

A. 90 minute blocks are required

- 1. Some English and Math courses are required to be double-blocked

B. 4 periods are 90 minutes each, each day

C. Advisory block at end of each day, can be flexibly scheduled based on student need/interest

- 1. Advisory classes for credit will be double blocked
- 2. Some can be scheduled as "9-9" study hall, no credit assignments to create club or service opportunities
- 3. Student govt. could meet once or twice a month in this time, for example

D. Passing periods

1. To make all the complications work, on paper = 3 minutes
2. In observing Waltrip, passing periods are messing, not because there is not enough time but because there is too much
 - a) Boyfriend/girlfriends walking each other to class, visiting with other friends in other parts of the school, plenty of time to get there
 - b) Already wanted to drop passing periods by a minute in general, but now we have a plan
3. Next year:
 - a) Bell rung at 3 minutes
 - b) Warning minute
 - c) Hall sweep, by floor if necessary–target the issue where it exists
4. All of this after consulting with nearby principals as well
5. Long haul treks will be limited, as programs will be consolidated
 - a) AP Wing, fewer long trips for juniors and seniors
 - b) Teachers can collaborate in-the-moment, and consistently
6. With leadership churn, we begin reacting to what students are doing instead of guiding students to adult expectations
- 7.

E. CTE is federally funded, and has time requirements

VII. Budget Projections

- A. 21 student loss at the moment, projection
- B. Attendance projection = 92.2%
- C. Data on slide:
 1. After salaries, general budget = \$743,651
 2. Stipends for UIL and Fine Arts = \$375,000
 - a) This is drawn down from that \$743,651
 3. Bleachers repairs = \$35,000
 4. Transportation = \$115,000
 - a) Basically bus travel for field trips and student activities
 - b) Non-district games, cost more
 5. Remaining positive balance = \$218,651
- D. Lessons from 2024-25
 1. We were the HISD leader for paying for substitutes
 - a) Over \$100,000
 - b) FMLA costs
 2. General Campus Improvements = \$120,000
 3. AP missed exam fines = \$4,550
 4. Tutorial & Overtime pay = \$168,492

E. Solutions:

1. Honey-do lists for NHS
2. NHS and other campus group volunteer days
 - a) Build culture, contribute to the beautification of the campus
3. Currently, splitting classes when teachers are absent
 - a) Handling vacancies internally on a daily basis
4. Chemistry sub is paid currently, though most others have been cut
5. Parent comment = parent VIPS approved

VIII. Questions/New Business

A. Parent Question:

1. Why are nonrenewals announced around teacher appreciation week?
 - a) Can't discuss HR/personnel decisions, there are protections there

B. Parent Question:

1. Current enrollment? –1546
2. 1525 projected for next year, and we get 92% of that equivalent because of absentee rate
 - a) = we're down \$90,000 to \$100,000 from this year's budget
3. Could have closed 3 teaching positions based on enrollment for next year, but decided to not do that, so we're technically overstaffed by 3 positions
 - a) Talking to Ms. Gatica, the neighborhood, trends, we're anticipating more than the projected 1525
 - b) Mr. Dowiak: So if that doesn't happen, you have a plan for cutting to match that?
 - (1) Yes, 3 positions, class averages are no longer 22 or 25 students, but 28 or 30

IX. Faculty Requests

A. Parent meeting during first week of school

1. Added to school calendar and PTO calendar ASAP
2. Intentions:
 - a) Communicate expectations of AP teachers and College Board for students
 - b) AP philosophy/core values of our program
 - c) Relevant policies
 - (1) AP Exam requirement
 - (2) What we look for in the 1st two weeks
 - (a) Meet deadlines
 - (b) Depth of thought
 - (c) Commitment to the acceleration/workload
 - (d) No phones/earbuds in class
 - (e) Reception to redirection
 - d) AP Capstone requirements and workload
 - e) Pro Tips for success in all AP Courses

B. Book Club