



Shared Decision-Making Committee
1/24/2020

Minutes

Members present: Shelene Livas, Norma Gonzales, Melissa Fuentes, Jane Haynes, Judith Trevino, Marilee Laxson – faculty guest

Shelene Livas (Principal) called the meeting to order at 3:15 pm.

Review Roles and Expectations

- The committee discussed the roles and expectations for members, to be active participants who share feedback and suggestions from the teams they represent.
- In order to encourage more employee participation and feedback, Ms. Livas suggested the use of the SDMC Suggestion Box. This idea was rejected due to historically low participation in the past.
- Committee liked the suggestion to update the monthly faculty and staff calendar with SDMC dates, along with the currently emailed reminder notice to members.

Academics and Testing

- Ancillary absences - Committee liked the suggestion of placing a brightly colored notice near the teachers' sign-in sheet when an Ancillary teacher is absent. This will give teachers time to reassign students as needed. A notice should also be posted on the absent teacher's door and an announcement will be made, when possible, during am announcements.
- Some teachers have commented that they would like to cancel the History Fair this year. SDMC members will survey their teams and report back to Ms. Livas on 1/29/20.
- Highlight SPED students by celebrating their academic and personal growth.
- A representative from HISD Technology department will check labs and prepare them for upcoming testing season.
- MOY Renaissance testing is finished, and results reflect a solid performance. The highest performance was noted in Mathematics. Reading still needs additional work to support growth and development for ELs and SPED.
- After school tutorials have begun for students in grades 3-5. Held each Monday, Tuesday, and Thursday.
- Next round of Snapshot tests will begin 1/24/2020.
- PreK MOY Circle Assessments due by 1/31/20.
- TELPAS writing collections begin 2/10/20.
- TELPAS calibration for teachers will take place on 2/14/20.
- Saturday tutorials will begin 2/22/20 from 8:00 am – noon.



Facilities Updates

- Feb. 22nd – Gardening Day at Ketelsen, 8am- noon. Urban Harvest and community volunteers will begin the final stage of the school’s garden renovation project. School will provide light refreshments. Donations have been received from grant funds, Kayne Anderson and most recently, \$300.00 from AVENUE.
- UHD – Great partner for the school – donated new privacy fencing along the rail. It will be installed free of cost to the school, display our new logo, and highlight UHD.
- Quitman St. widening project...No official updates. Rumors that this may change to an expanded sidewalk instead of a bike lane.
- Carpet cleaning may be needed throughout the school to cut down on germs.
- Ant mounds by PreK playground area

Campus Events

- Library Fundraiser on 2/7/20 to support A/R tags.
- Feb. 13th – In lieu of a Valentine’s Dance, the committee decided that classes will exchange Valentine’s Cards and Candies at 2pm. Since a Nutrition Services waiver has been approved for this day, there will be a Cotton Candy sale as well. Bags will be sold for \$2.00 each and pre-sale will be held from 2/10-2/12/20. Delivery date - 2/13/20.
- 5th Grade Dance – Date 3/6/20. Menu – Spaghetti and salad with garlic bread and dessert. PTO’s assistance is needed for service and decorations.

Staffing

- Welcome Back Ms. Woods – 4th grade hourly ELA

The meeting was adjourned at approximately 4:28 p.m.