

Barrick Elementary

To prepare all scholars for college, Barrick Elementary educates PK-5 students through rigorous academics, data-driven instruction, and a culture of excellence.

SDMC Meeting

April 15, 2021

MINUTES

Members Present: Ms. Rios, Ms. Salas, Ms. Jemio, Ms. Jakl, Mr. A. Garcia, Ms. Furberg, Mr. Adams, Ms. M. Garcia, Ms. Abbott, Ms. Gonzalez, Ms. Garrido

2020-2021 Budget/Recent Purchases

Ms. Garrido updated the committee on purchases recently made. She also reminded the committee that the General Fund has greater flexibility for purchases while sub-budgets like State Compensatory Funds, Bilingual Funds, and Title I Funds have parameters for purchases.

- General Funds
 - Printers purchased
 - Laptops purchased
 - Installation of 20 SMARTboards forthcoming
 - Network Drops in Room 24
 - Shredder
 - Fax Machine
- Sub Budgets (SCE, Bilingual, Title I)
 - Extra Duty Pay
 - Test Prep Materials
 - Intervention Kits
 - General Supplies

Ms. Garrido stated that among all of the budgets, we currently have about \$50,000 to spend. She asked for each team to submit a list of supplies needed for the upcoming school year and to create orders from Lakeshore Learning Materials or School Specialty. These are two HISD approved vendors that usually carry most of what we need and use. The deadline to submit to Ms. Garrido is Tuesday, April 21, 2021.

2021-2022 School Budget

A few factors have contributed to a big deficit in our 2021-2022 SY budget:

- Low enrollment projected
- The Per Unit Allocation has been reduced
- We have a deficit of \$262,000
- Must reduce staff by 4 professionals and 2 paraprofessionals, and most likely 1 leader
- Based on enrollment trends, Monolingual enrollment is low
- All non-homeroom teacher positions must be justified. This includes Ancillary Staff, Office Staff, Teaching Assistants.
- Policy will be followed in eliminating positions.

Recruitment

We must institute marketing efforts for Barrick Elementary.

- Teachers are to showcase their students on ClassDojo. One student per grade a week. SDMC members are to create a schedule to make sure their grade levels are represented each week.
- "I Choose Barrick" campaign. After STAAR testing, we will initiate a campaign of our students and parents regarding why they choose to attend Barrick Elementary.
- A 2-minute promo video will be produced by the Media Relations Department that will showcase a few select former students who are now in college, got accepted to college or have graduated from college. They are to provide a brief statement how their success began at Barrick Elementary.
- Recruitment is the combined effort of all staff.

Recording of Lessons

It was recently discovered that some teachers have not been recording their lessons. Ms. Garrido reminded the committee that this is a requirement. Be sure your team complies daily. The primary reason is that it allows students to review lessons that they are either struggling with or were absent on that day. The secondary reason is that recordings protect the teacher in cases of certain incidents. Teachers should have some type of reminder to record lessons each day for each subject; consider placing a sticky note on your laptop, assign a student to remind the teacher, set an alarm at the beginning of each lesson, etc.

Staff Expectations

The majority of the teachers at Barrick Elementary hold a Term Contract or Continuing Contract. Additionally, over 50% of the teachers have at least 10 years of experience. Ms. Garrido stresses that Term and Continuing contract teachers should be receiving ratings of at least 3's consistently on the TADS. IPDP's are developed so that teachers identify which are the criteria that they are struggling with in order to invest in themselves with professional development to take their lowest ratings to at least a 3. Leaders provide specific feedback to support the teachers in obtaining ratings of 2. We all must commit to high student outcomes that which begins with the adults. Staff who are under the NTAS must work to obtain ratings of Effective consistently. Staff on NTAS are also expected to attend staff development to improve their performance.

Ms. Garrido expected for all staff to work for the good of the cause on school-wide events. This demonstrates teamwork and only through teamwork can we return to being a school of excellence. If there is a special event, the expectation is that everyone participates. It is a very strong and negative message when a special event occurs and a person does not take part in it. It especially sends this message to the students.

Future Planning

So that we can begin a new school year in a more focused and structured manner, Ms. Garrido is holding a retreat during the summer to share the vision of the school, to obtain valuable input from teachers, and to develop plans collaboratively for the upcoming school year. This is a best practice of high-performing schools. The school improvement plan is part of the responsibility of the SDMC. Ms. Garrido will select 2 consecutive days and then a follow-up day.

- All members of the SDMC committee are invited
- Other teachers who have demonstrated consistent levels of excellence will be invited
- 2 Day Summer Retreat: Thursday, July 15 and Friday, July 16
- 1 Day Follow-Up: Tuesday, July 20
- Extra Duty Pay and lunch will be provided
- Work on School Improvement Plan
- Develop School Calendar
- Develop Plan for Professional Development
- Work on New Initiatives
 - Building a Stronger Foundation
 - Strengthen Structure of ELD Instruction
 - HB3 Compliance
 - School-wide Writing Plan

Questions, Concerns, Ideas

- **School Fundraiser** – Ms. Garrido stated that the manner in which she receives funds in the Principal's Discretionary Fund (PDF) account is by transferring 20% of the General Fund account. This is completely separate from the school's budget. The fundraiser budget is the Campus Activity Fund. The PDF is used to purchase items per the principal's discretion that cannot be purchased with the school's budget. These include items such as staff shirts, gifts for staff, Teacher of the Year banquet tickets, special lunches not attributed to professional development, etc. At this time, the PDF is almost at zero. A school fundraiser is necessary. Plans are being made for flavored popcorn sales to be the school's fundraiser. We need all staff's participation in order to earn a good profit. Sales should be the last few weeks of school.

- **ClassDojo** – Ms. Jakl is informing teachers to archive your classes (and not delete them) on ClassDojo. This will make for a smoother transition to the classes next school year. She is recommending that this be on the Checkout Sheet. Ms. Jakl is a ClassDojo mentor, so please see her for questions on how to archive your class.
- **Increase of In-Person Students** – There are concerns among teachers of the increase of students opting for the In-Person platform. Ms. Garrido reminded the committee that we cannot turn away any student whose parent requests In-Person instruction. This is why it is very important for teachers to obtain the platform selection timely so that the Leaders can make plans for seating, lunch, testing, ancillary, and dismissal. The Leaders know we must accommodate all In-Person students without compromising safety. As soon as the Leaders develop the plans, Teachers will be informed. We also know that more desks will be needed in some classrooms; we will work to balance out desk needs throughout the school.
- **IAT Cases** – Teachers expressed concerns about IAT cases that were not efficiently processed. They felt little support in this area. Ms. Garrido apologized for the manner in which IAT cases were managed. This school year posed many challenges among additional items listed as priority. Nonetheless, it is our intention to revamp our process to make it more user-friendly on the teacher. It is appreciated that teachers keep documentation on OneNote.
- **Parent Involvement** – It was low this school year in balancing in-person and virtual learning. For the next school year, it is recommended that each class have a Room Parent that keeps in touch with one school liaison as well as keeps the other parents of that class informed. Parents will be further encouraged to help teachers with tasks and small projects.
- **Drawing in Parents** – We delved in a discussion about what charter schools don't have in comparison to public schools like Barrick. We know that charter school teachers are not required to be certified, bilingual services are not provided, and there are no, to little, support for students with special needs. We proposed developing a flyer that shows the differences. Mr. Garcia (having worked at a charter school) stated that what parents really want from their school is before and after school activities for the children. Barrick Elementary used to have several after school clubs to offer students and it was very well attended. The clubs were sponsored by the teachers which allowed them to have a unique bond with students in a non-academic way. When Barrick Elementary has funded the pay for teachers, clubs were twice a week. As funds were reduced over the years, clubs were just once a week. Ms. Jakl agreed to search for grants for an after school program such as the Mayor's grants (ASAP and CASE), and 21st Century, that can be implemented next school year. These programs provide after school clubs every day.