



Shared Decision-Making Committee (SDMC)
Meeting Minutes
April 21, 2021

The meeting was called to order at 3:18 p.m.

Members in Attendance: Lauren Snead, *Community Member*; Andrea French, *Parent*; Jessie Sumners, *Parent*; Tom Day, *Principal*; Rachel Derong, *Teacher*; Sarah Gonzales, *Teacher*; Ali Luna, *Teacher*; Meredith O'Rourke, *Teacher*; Taylor Rayner, *Teacher*; Danetta Keevill, *School-Based Staff Member*; Mary Oliver *School-Based Staff Member*; Mayte Sanchez, *Non-Instructional Staff Member*

Members Absent: Cody McGregor, *Community Member*; Melissa Sternfels, *Community Member*; Maria Gauthier, *Teacher*

Guests in attendance: Sara Lytle, *Assistant Principal*; Natalia Junkans, *Instructional Specialist*; Leslie Smith, *Counselor*; Rachelle Varnon, *Campus Test Coordinator*

Minutes for the January 27, 2021 meeting were approved by the committee.

STAFFING

- Sharon Dodd, our PE coach the last 11 years and a 33-year teaching veteran, is retiring at the end of the year. We celebrate Coach Dodd for sharing her many gifts with us and sincerely thank her for her heartfelt dedication and service to our community.
- We are working behind the scenes on staffing for next year.
- Travis 5th Grade virtual teacher Arianna Shultz welcomed Abigail Rose Shultz (7 lb., 11 oz) into the world on Monday, April 5 at 10:45 p.m.

BUDGET

- We had our 2021-2022 preliminary budget conference on Apr. 7. Figures were loaded based on a \$123 reduction to the Per Unit Allocation, which meant an overall budget reduction of \$74,138. Since then, the district has had two budget workshops, received feedback from principals, the Board of Education, and various stakeholders. Yesterday, principals were told that HISD administration is recommending a revision to the proposed budget which has no reduction to the PUA for the 2021-2022 school year. (Dr. Lathan is recommending that we phase in potential cuts to the district's budget over 2021-2022 and 2022-2023 to determine where our enrollment will come in for the 2021-2022 school year and will give us time to receive more information from the Texas Education Agency (TEA) on how ESSER -- Elementary and Secondary School Emergency Relief Fund -- federal money given to states to distribute to school districts.
- We currently plan to keep the same number of teachers on staff for next year. Even with getting a little money back, we are still on a tight budget for non-salary expenses like we've been the last couple of years. That will go up or down a little depending on how our enrollment and special population figures lock in for next

year. Next year, we are projecting an enrollment of 700 students (current enrollment is 689). As we plan for next year, we are prioritizing campus and student needs and will be strategic in our asks of our community, how we use donated funds, and how we spend from our budget.

ACADEMIC PROGRAMS

- Travis will utilize two (2) Texas Education Agency (TEA) waivers for Asynchronous Learning Days for non-tested grade levels (K-2) during the State of Texas Assessment of Academic Readiness (STAAR) testing window in May. (The TEA has implemented adjustments that allow schools to apply for up to 10 waiver days to reduce the number of students on campus during testing days to ensure a safe environment in adherence with the District's COVID-19 protocols.) In-person students in Kindergarten, 1st, and 2nd grades will be switched to remote (off-campus) asynchronous learning on Tuesday, May 11 and Wednesday, May 12. Mr. Day presented the rationale for utilizing the waivers:
 - Testing three grade levels on the same days for the first time (as required by TEA in 2021 for paper test administrations) presents unique challenges.
 - As many of our students receive designated supports for assessments based on individual needs, this requires that we place these students into small testing groups.
 - Serving these small groups means additional testing rooms and test administrators, all of whom must be certified teachers.
 - On these days, most of our kindergarten, 1st, and 2nd grade teachers will be asked to administer tests to 3rd, 4th, or 5th graders, necessitating the change to asynchronous learning for their regular students.
 - Using these waiver days and administering the STAAR test on paper to our students will allow us to more smoothly manage and complete testing quickly and efficiently.
 - It also reduces the amount of time that many of our teachers, administrators, and support staff would be pulled from regular duties that support daily student learning in all grade levels, a benefit to our entire Travis family.
 - Utilizing waiver days helps us provide our test-takers with a safe and optimum testing environment, which relieves anxiety and promotes calmness and confidence for all involved.
 - HISD has approved using these waiver days for giving schools the ability to smoothly manage STAAR administration during the pandemic with more grade levels testing at once and to provide our test-takers with a safe and optimum testing environment.
 - We aim to be judicious doing this as we know that families of K-2 students needing to keep their kiddos home that day is a big ask and presents a challenge to many of our families.
- Mr. Day said the school would send a letter to families this week about the asynchronous learning days so that they have as much notice as possible to prepare.
- With the 6th six-week grading period beginning on May 3, we will welcome back 32 more students (spread across six grade levels) from the virtual setting to on-campus, face-to-face learning, bringing our enrollment to 83% in-person (573

students) and 17% virtual (116 students). Continued thanks to our teachers and staff for ably adapting and adjusting.

- Sara Lytle gave a rundown of the project-based learning taking place across the grade levels.

SCHOOL CULTURE

- In March, teachers and staff planted a Texas Pomegranate tree in the Travis Garden in memory of Emily Skokna, 5th grade teacher and a Travis educator for nine years who we sadly lost to cancer last November. Our 5th grade students are painting river rocks with images of pomegranates and pomegranate seeds, which will be used to ring the tree -- marking north, south, east, and west to serve as a trusted guide, just as Mrs. Skokna did.
- The Travis Garden will be open to the community for all to visit and reminisce from 2:50 p.m. to 5:00 p.m. on Monday, Tuesday, and Wednesday this week. A box of green ribbons will be located next to the garden house. Students and families are encouraged to pick up a ribbon and tie it around a tree of your choice. The green color connects to Earth Day (April 22) and symbolizes Mrs. Skokna's love for nature and the outdoors.
- A private Earth Day ceremony dedicating the Emily Skokna memorial tree and park bench will be held tomorrow. Mrs. Skokna's family, Travis faculty and staff, and colleagues of Emily's (past and present) are invited to the dedication ceremony and remembrance.
- PTA 'Stock the Fridge'
- Field Day took place April 9
- PTA VegOut!
- DeTension -- a menu of health & wellness activities led by Travis parents for Travis teachers and staff members
- Administrative Professionals Day was today
- Teacher Appreciation Week -- first week in May
- 'Travis Has Talent' Virtual Spring Showcase & Auction takes place next week -- Jessie Sumners provided a rundown of the event and thanked all involved for their contributions

SCHOOL SAFETY

- COVID-19 case count update: we have had 13 confirmed positive cases (combined students and staff) on campus this school year; as reported last meeting: these cases are not linked together, nor have we experienced spread on campus to this point

OLD BUSINESS

- None

OTHER NEW BUSINESS

- None

The meeting was adjourned at 4:24 p.m.