



Shared Decision-Making Committee (SDMC)
Meeting Minutes
May 19, 2021

The meeting was called to order at 3:19 p.m.

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

Members Absent: Cody McGregor, *Community Member*; Sarah Gonzales, *Teacher*; Danetta Keevil, *School-Based Staff Member*

Guests in attendance: Natalia Junkans, *Instructional Specialist*; Leslie Smith, *Counselor*

Minutes for the April 21, 2021 meeting were approved by the committee.

Mr. Day thanked the committee members for their service in 2020-2021.

STAFFING

- Update on crossing guard John Davis – He suffered a medical emergency Tuesday morning before school. He is in critical condition in the intensive care unit at the hospital. Our thoughts and prayers are with him, his family, and so many in our school community that he has lovingly served. People have asked how they can help, and Mr. Day is talking to his family about this. Our crossing guard supervisor will be sending a substitute to serve in Mr. Davis's place.
- We have some staffing changes taking place for the 2021-2022 school year:
 - Sharon Dodd (PE), our PE coach the last 11 years and a 33-year teaching veteran, is retiring at the end of the year.
 - Lauren Stackenwalt (4th Grade) is relocating back to her home state of Florida to be closer to family.
 - Emily DeLeon (3rd Grade) is moving to College Station as her husband begins graduate school.
 - Sarah Butler (Kindergarten) is taking on a new role as Director of Hospitality and Reconnection at St. Luke's United Methodist Church here in Houston.
 - Ali Luna (3rd Grade) is moving into a Teacher Development Specialist (TDS) role in math with the HISD Elementary Curriculum and Instruction department.
 - Michele (Grooms) Makarenko is transferring to Hogg Middle School as their school nurse.
 - Bethany Moore (Teaching Assistant) has accepted a 6th grade teaching position in Katy ISD.
- Mr. Day thanked these departing staff members for their impact on our school and community and for their dedication and service. They will be missed.

- We have worked with our teams on filling those positions, have held interviews, and are processing hires through HR for all the teaching positions.
- Aside from the nurse position, all teaching positions for 2021-2022 are filled at this time.
- On May 6, Mr. Day informed our community that he will be leaving Travis at the end of the school year to take on a new challenge and personal opportunity as a Senior Recruiter in the Houston ISD Human Resources Department. 'I am forever grateful for the chance I was given, the trust that was placed in me, and for the love and support I was shown during my eight years as principal of Travis Elementary.'
- The process for selecting the next principal at Travis is underway. Separate meetings with faculty and staff and our community were held last week to get stakeholder input on the qualities they hope for in the next principal. The Northwest Area Schools office uses this input to formulate the 'principal profile' that will be used by the panel chosen to interview the finalists.

BUDGET

- With our current 4th grade class being slightly over-enrolled, we are increasing the 5th grade team to five classes next year, meaning the addition of one teacher to staff. Having fewer classes in 5th grade is a standard practice in most schools because the requirement of a 22-to-1 student-teacher ratio ends in 4th grade, however, we want to avoid having classes way above 22 students in size.
- Cutting TA position and another hourly office aide position to make up the cost of adding the additional position.
- The Travis PTA has approved the use of community/family-donated money to continue funding our garden instructor (\$29K) for next year, a position they have funded the last several years. The Travis Foundation has approved continued funding for 1 teaching assistant and two hourly interventionists (\$50,716), something the Foundation funded this year. The Foundation also allots additional funding toward staff professional development costs.
- We had a meeting this week with the Travis PTA and Travis Foundation leadership to work through the details.

ACADEMIC PROGRAMS

- We successfully made it through STAAR testing, which wrapped up last week. We are thankful for our community coming together to help things run smoothly – the teachers and staff that helped us administer the tests and our families in K-2 who supported their kiddos at home for asynchronous learning during two days of testing last week. Kudos to Rachelle Varnon, our testing coordinator, for all her thought, effort, and coordination.
- Virtual student assemblies last week with Dr. Blake Brandes, a TEDx speaker, America's Got Talent performer, and Marshall Scholar who has spoken to more than 300,000 students, parents, and educators around the world, including at Travis last year. During the presentation, Dr. Blake presented to our students on learning how to overcome challenges and achieve their dreams by choosing a Growth Mindset.

SCHOOL CULTURE

- Teacher Appreciation Week took place May 3-7.

- The Travis Spring Showcase and Auction converted our traditional in-person Talent Show (under the direction of Danetta Keevill and Rachel Wadler) to a week-long showcase of student and family talent on individual videos, with a different category of videos being spotlighted each day. The event also introduced the Travis Virtual Art Show – new this year as organized by art teacher Summer Quinones. As part of the Showcase, our students' masterpieces are displayed and available for purchase on the Artome website. The event concluded with the Auction and Premier Event on Saturday, May 1, featuring Johnny Bravo (the auctioneer and DJ who leads our community's annual in-person event). Special thanks to Jessie Sumners, Suzanne Driskill, Carlyn Burton, and Kris Sonneborn, the Travis Foundation, the Travis PTA, and all the volunteers, donors, and sponsors who adapted the event from an in-person social gathering to a virtual community event that cultivated school spirit, togetherness, and family generosity. The event raised over \$97K.
- We conducted the *One Book, One School* campaign, a shared reading event with our families.
- Grade level End of Year ceremonies will be virtual except for the 5th grade 'Moving On' ceremony which we be held in-person in the SPARK Park.
- The last PTA meeting of the school year will be held in-person on Friday, June 4 at 7:30 a.m. Formal elections will be held, and the budget will be presented for approval.

SCHOOL SAFETY

- Nothing to report currently

OLD BUSINESS

- None

NEW BUSINESS

- None

There were no messages in the concerns box.

Next meeting date: To be determined -- 2021-2022 school year

The meeting was adjourned at 4:09 p.m.