

Westbury High School

SDMC Meeting Agenda

November 30, 2023

4:15 – 5:30 pm via TEAMS

The Houston Independent School District (HISD) Board of Education established and approved the campus-level planning and decision-making process in 1992. This process includes the creation and maintenance of a Shared Decision-Making Committee (SDMC) at each school to review the district’s educational goals, objectives, and major district wide classroom instructional programs. The SDMC must be *involved in decisions related to* areas specified by the Texas Education Code. The code states that the SDMC will be involved in decisions in the areas of *planning, budgeting, curriculum, staffing patterns, staff development, and school organization*.

Areas SDMC we will discuss as an advisory to the Principal... but not limited to....

Category	Minutes
Budget	N/A
Staffing Patterns <ul style="list-style-type: none"> Vacancies 	<ul style="list-style-type: none"> English II ESL English Algebra II SPED Co-Teach (2) Teaching Assistant (3) Librarian (temporarily closed to be re-opened in Spring 2024)
Attendance <ul style="list-style-type: none"> ADA - 92.5% Ideas & Suggestions? 	SDMC brainstormed suggestions. Ms. Schlueter suggested reminding parents about the importance of coming to school, especially working with families where there are patterns of non-attendance. The group agreed that parents and students of 9 th graders or those new to country would benefit from info about credits, grad requirements, NGs, etc. Mr. Tigner suggested a “hard reset” for all grade levels in January after transcripts are available to have students see where they are academically, set goals, and raise level of awareness. Ms. Nixon suggested that we look at creating some special ADVG groups for those with high absenteeism and including staff such as Attendance Team and Counselors in co-teaching these groups, so students have a higher level of daily accountability.
School Organization	N/A
Curriculum <ul style="list-style-type: none"> Final Exam Best Practices 	<p>The following suggestions were shared by the members:</p> <ul style="list-style-type: none"> Plan a 60-75 min test to allow time for accommodation/extended time (about 30-40 questions). Vary the question level – low (recall); med; high Written portion early (Th/F or M/T) to allow grading time. Review sheet should not be completed without support/guidance. Review sheets should be a C3 grade TEKS Minor or Major or worth extra test points (or both) CANVAS or On-Track or other platform
Planning	N/A
Professional Development	N/A
HISD Topics <ul style="list-style-type: none"> Campus Action Plan (HISD) SIP/CIP (TEA) 	Ms. Nixon shared both the TEA CIP Plan and HISD Action Plan. She discussed our steady upward progress across almost all areas of performance. However, we did have two areas of concern last year that will affect accountability if released: 4-year grad rate of 81% and CCMR rate of 54%. These both dropped while the accountability for these areas

	<p>increased greatly in one or more areas of the new formula. The group noticed that our CIP, written by HISD personnel this year, included an area around reducing teacher turnover. Ms. Nixon explained that the great majority of our turnover annually is due to positive reasons (new baby, promotion, move, etc.). Mr. Verdone commented that turnover for next year will absolutely be largely due to district reasons not any campus ones. The group all agreed that it would be unfair to judge campus/leaders on turnover this year given the current state of HISD.</p>
New Business/Announcements	<p>Ms. Hunter-Johnson asked about whether students could be allowed to check out books soon. Ms. Nixon explained that the fiction books had to be re-shelved as they were not in any discernible order. Library services has been helping. We expect students to be able to check out books soon before school from Mr. Malone, our new Parent Engagement Rep. He will be filling in while we continue to search for a permanent Librarian.</p>
Members	<p>K. Vargas, B. Tigner, M. Verdone, L. Gustartis, M. Schlueter, MN White, J. Estrella, G. Thurmond, V. Hunter-Johnson, B. Edmondson, A. Robinson, C. Bright</p>
In Attendance	<p>K. Vargas, B. Tigner, M. Verdone, L. Gustartis, M. Schlueter, MN White, J. Estrella, V. Hunter-Johnson, B. Edmondson, A. Robinson, C. Bright, T. Ekwemalor</p>
Meetings for 2022-2023	<p>Q1: Sept 28, 2023; Q2: Nov 30, 2023; Q3: Feb 6, 2024; Q4: May 11, 2024</p>