

SDMC Westbury High School

SDMC Meeting Agenda

February 15, 2024

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 <ul style="list-style-type: none"> • New \$\$ • Transition to NES 	Ms. Nixon shared an additional \$300K was loaded into various budget strands to help us prepare for transition to NES next year (GF1, CTE, Magnet, etc.). We have also closed positions totally over \$100K. We will use some of those funds to cover stipends. We have already purchased magnetic timers and will use additional funds for NES materials like whiteboards, etc. We can now purchase outfits for Fine Arts. She asked for other ideas.
Staffing Patterns <ul style="list-style-type: none"> • New Hires • Vacancies/Closures 	We have recently hired Eric Wiley and Beverly Brown (ELA) and 2 new Teaching Assistants. We are closing our Test Coordinator position since Ms. Webber is returning to a district position. We still have one English II position and Algebra II position in process (waiting for SOE).
Attendance <ul style="list-style-type: none"> • ADA - • Updates 	Our attendance is currently 91.8. Mr. Estrella shared that we have created special ADVOs at 9 th and 10 th grades for students missing too much school. The Teacher has an Attendance Buddy supporting the class daily with monitoring contracts, NGs, and grades. They are also contacting parents daily. We have seen a 2% increase for these grade levels.
School Organization	N/A
Curriculum	N/A
Planning	N/A
Professional Development <ul style="list-style-type: none"> • Feb 19 Agenda 	We will have a breakfast and a Faculty meeting which will include TELPAS training, IRT and NES info, and a safety review. Teachers will then work with their Departments to unpack/score SPOT form from a live or videoed lesson taught by a teacher in their department. The afternoon will be District trainings or PLC Planning.
HISD Topics <ul style="list-style-type: none"> • Intent to Return • NES Staffing Allocation • NES Salary Chart • NES Questions & Next Steps 	Ms. Schlueter shared the Intent to Return Form and statement of expectations with the group. We discussed the expectations, tone, and format of the statement. Ms. Nixon shared the Staffing Allocation with the group pointing out the 1:25 ratio for classes. We also discussed staffing ratios for other positions such as Counselor, Assistant Principal, and Assistant Office Manager. The model will not capture all of our current Staff. The group then discussed the NES Salary chart noting there are issues for some employees due to valuation of position in terms of salary and/or months and for those who are highly experienced.
New Business/Announcements	Ms. Edmondson asked about the NES impact on the Go Center. Ms. Nixon shared that a campus funded Go Center position is not part of the model. Currently, Ms. Monsivais is a full-time Instructional Specialist (12 months) and Ms. Dew is part time in that same role. We also do not have Hourly

	Lecturers like Mr. Campbell in the model. Ms. Edmondson stated that she plans to write a letter to Mr. Miles expressing how critical these people and positions are to our campus.
Members	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
In Attendance	K. Vargas, M. Verdone, L. Gustartis, M. Schlueter, MN White, J. Estrella, V. Hunter-Johnson, B. Edmondson, J. Nixon
Meetings for 2023-2024	Q1: Sept 28, 2023; Q2: Nov 30, 2023; Q3: Feb 15, 2024; Q4: May 11, 2024