

SDMC Meeting
November 17, 2004

Our SMDC meeting consisted of training in SDMC procedures presented by Elizabeth Perrin and Sharon Carpenter.

Members present were: Margaret Preston, Steve Siebenaler, Frank Cruse, Jeff Turner, Mike Stackhouse, Delinda Holland, Carol Ann Shipp, Cynthia Krohn, Jose Gamez, Laura Gamez
Guests were Cynthia Conwell, Tony D'Angelo, Josephine Rice

The following represents highlights from the training. The documentation is on file in the library
Minutes from SDMC meetings should be published on the web page and posted in the teachers lounge a week after the meeting.

The makeup of the committee should be

- 2/3 faculty,
- 1/3 professional staff,
- 1 non-professional,
- 2 parents of current students (committee may deem more than 2 necessary),
- 2 community partners who live in the school zone , and
- 1 business representative.

An Agenda referral Form is required to place items on the agenda and is attached to the minutes. The SDMC sets the procedures for getting items on its agenda and determines which things go to committees prior to presentation to the full SDMC.

Elections should be held in the spring by secret ballot. Nominees have the right to decline.

Records of the election are maintained so that any vacancy during the first nine weeks of school can be filled by runner ups. Vacancies not filled within the first nine weeks must be filled by a new election. Members serve two-year terms on a staggered basis. There are no term limitations
The Principal serves as chairman of the committee and a member of the professional staff serves as co-chairman..

DMC meeting should be held at least monthly, with one well-publicized meeting to be held as soon as possible after the school receives TAKS scores. That meeting should be advertised in the Leader or other neighborhood newspaper. Meeting dates should be announced o the marquee.
SDMC has input into the school budget process with regard to spending recommendations, curriculum changes, staffing patterns and staff development plans that are funded from the general budget. The SDMC reviews and revises the SIP. The budget process was explained at length. Waltrip receives funds based on a formula calculated on attendance, enrollment, and placement of students. The snapshot date is the last Friday in October and final budget adjustments are made based upon the school's enrollment on that date and its average daily attendance.

Mr. Siebenaler explained that Waltrip made its Adequate Yearly Progress goals and is not in the top one-fourth of all high schools in the district. As such, teachers who were on staff last year will receive a small bonus on their December 1 paycheck.

The committee submitted three questions to Elizabeth Perrin and Sharon Carpenter:

Can students be included in SDMC and if so, what are the guidelines?

How are the Steering Committees supposed to function and what is their relationship to SDMC?

What are the Non-negotiable items, according to HISD?