

**RUFUS CAGE ELEMENTARY SCHOOL
AND
PROJECT CHRYSALIS MIDDLE SCHOOL**
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**Shared Decision Making Committee Agenda
Tuesday, May 22, 2018**

- I. Welcome
- II. End of Year
- III. HISD Connect PD Registration
- IV. Calendar for 2018-2019
- V. Budget for 2018-2019
- VI. Summer School
- VII. Bond Election May 2019
- VIII. Adjourn

**Shared Decision Making Committee
Meeting Minutes Tuesday, May 22, 2018**

The Cage/Chrysalis SDMC had the final meeting of the school year on Tuesday, May 22, 2018. The members that were present were Ms. Leos, Ms. Mendoza, Ms. Contreras, Ms. Barrera, Ms. Perez, Ms. Brooks, Ms. De La Rosa, Mr. Stott, Ms. Bohorquez, Dr. Covarrubia, Dr. Rodriguez, Ms. Freitag, Ms. Villanueva, Mr. Gallardo, Ms. Kubos and Mr. Arrazate.

Dr. Covarrubia thanked all the members of the committee for their service during the 2017-2018 school year. He also reminded the current members to meet with their teams and to send in their choice for Team Lead for the 2018-2019 school year.

Dr. Covarrubia reminded all the members that all members of the faculty and staff had received their End of Year Check Out Form. He reiterated that staff members should not wait until the last moment to complete their check out procedures. He emphasized that if they completed at least one or two items per day, they would not be pressured to complete everything on the check-out list on the last day.

Mr. Arrazate update the SDMC on the HISD Connect Program and the courses available for professional development. He told the members that everyone needed to be trained either in June, July or August. The training will be 2 hours and faculty members will receive at \$50 stipend for attending. Once they attend once, they can re-register to attend multiple times if they don't understand certain portions of the program. Waiting for the two weeks in August of school professional development does not guarantee that you will be able to attend as other PD is being planned for those two weeks.

The 2018-2019 school calendar had one change and that was that PK report cards will no longer be on a 12 week schedule but rather on a 9 week schedule. The report card dates have now been included on the new calendar. Every team lead received multiple copies of the calendar to share with their team members.

Dr. Covarrubia updated the SDMC on the 2018-2019 school budget. He shared that there is very little money left to cover expenses and that we are going to have to look for other sources of funding. Cage received a budget allotment of \$1,964,003.00 with only \$58,077.00 to cover expenses for the remainder of the school year. For Chrysalis, it received a budget of \$1,021,565.00 with only \$8,845.00 left over to budget. These left over amounts will not cover the expenses for the 2018-2019 school year.

Summer school was discussed and Dr. Covarrubia shared the following information.

- Ms. Villanueva will serve as the summer school coordinator
- Ms. Marron will serve as the summer school clerk
- Pk and K teachers and students start on June 5, 2018
- Pk and K teachers do not have a half day to plan or prepare
- 1st – 8th grade teachers start on June 5, 2018
- 1st – 8th grade teachers will have a 4 hour day to plan and prepare on June 5th
- 1st – 8th grade teachers and students start on June 6, 2018
- Summer school ends on June 27, 2018
- The Rusk School is assigned to have summer school at Cage/Chrysalis. They will be housed in the 8th grade t-bldg area and will use the Chrysalis bathrooms.

Dr. Covarrubia shared some exciting news about the possibility of Cage/Chrysalis having a new school built. The Board of Education is in the process of approving a Bond Election for May 2019 and it will include a new building for Cage/Chrysalis. This is an exciting opportunity as Cage/Chrysalis definitely is in need of a new state of the art building. We will need everyone's support as we move forward with the bond election.

The meeting adjourned at 4:00 p.m.