**ATRISCO HERITAGE ACADEMY HIGH SCHOOL**

***Instructional Council Meeting Agenda***

| Date of Meeting | 11 August 2022 |
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| Chair | Caitlin Hein |
| Place: AHA Library | Time: 2:40- 4:00 |

***Norms/Rules/Expectations***

| 1. Meetings run w/ openness: everyone encouraged to participate 2. Timely start, productive meetings, please limit cell/electronics use, stay on topic 3. Please keep side conversations to a minimum as it is hard to focus in our meeting space. |
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|  | * Introduction – Caitlin Hein * Time Keeper – Caitlin Hein * Meeting Minutes – Elizabeth Hill |
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| ***Time*** | ***Topics*** |
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| 10 | * [Bell schedules- Fall 2022 Semester](https://docs.google.com/document/u/0/d/1Xf9JqieuAWEMRR3dD6RA6hzAIKC7k1eGvoMA1s-RjXg/edit)   + proposed change: |
| 30 | **Discipline as it affects instruction**  Cell phones: Red, yellow, green system adopted for schoolwide use  Tardies: **Attendance- admin is sending out calls every class period to students who are marked absent- if they miss more than 50% of class mark as absent, document in synergy if they are marked absent due to missing more than 50% of the class, after 5 tardies fill out referral form**, **Teacher policies that work**: take cell phone when late, take away bathroom privileges if late (within reason), mini lessons by students with chronic tardies (students teach a mini lesson to the class for every tardy), calls home  Ditching: No more attendance referrals- admin using data to track, teachers PLEASE take attendance  IDs: Checks, order new ones through advisory  [Attendance Reminders](https://docs.google.com/document/d/1E6LZ90UdnB5Z_9H-s3mziSa1tff-jvF-XgHEM02ya9I/edit?usp=sharing) |
| 20 | [**Open house**](https://docs.google.com/document/d/1Qn9VDzXOWSBHlD7Fey0jAxhQ5gEZh7iuLMwLq2HHC6w/edit?usp=sharing)**:**  Format, community activities |
| 20 | **Input on the Expectations Assemblies**  Ic rep action item: Seek dept input on what needs to be covered.  Be clear on the WHY- why do we have these systems, putting it in context with life skill |
|  | Questions, next steps |