

## Instructional Council Minutes 4/24/19

### Item# 1-3 Announcements, Budget, and Scheduling

- The budget will be presented at the next IC meeting.
- Testing- phone usage- please be diligent in not letting students have their phones in the testing environment.
- Master Schedule- it is coming along at this point. Teachers will probably get their assignments next week. Any teacher who will have major changes will have a conversation with administration prior to receiving any changes. There may also be some room changes due to new teachers coming into the school. Once again any changes will be preceded by a conversation.

### Item #5 Goal Team Sign-ups and new Leadership Team

- Not much was discussed about how we will change the sign-up process, but it is clear that there are some changes needed.
- The Leadership team will give staff members the opportunity to build their domain four. Leadership members will provide support at games, dances, events, and other school related activities. They will also help make decisions about items like the dress code, etc. They can help with the school culture goal for the 90 Day Plan. There was an idea to include NJHS, Student Council, and other student leader groups. There was positive feedback for this group from Administration.
- Anna Galfano will write up information about this group to present next time the IC meets.

### Item #6 Supply Lists by grade level/electives

- The updates need submitted so that the lists can be on the website by May 3<sup>rd</sup>.

### Item #7 IC Bi-Laws and Leadership Rotation

- We need voting members of IC represented. This means we will need to add an EA, Parent, someone to represent the Union, Support Staff rep., and a student representative.
- We did not get to discuss the even and odd years of leadership rotation. This will be discussed at the next meeting.

### Item #4 Principal Interview Process and Questions

- The IC needs to come up with questions to ask the new principal applicants.
- The team who will interview the candidates is made up of two teachers and two parents. Two teachers have applied so far. There should be diversity on the team.
- The district has said that there should be interviews beginning in mid May.
- The IC spent a good amount of time looking over Principal Competencies and discussing the areas we would like to address in the selection process. (Please see your leadership team for specifics.)
- The to-do items are working on the questions for the interview process and a check list of things to look-for in the interview process.

\*Jessie would like to add an agenda item for next meeting to discuss Teacher of the Year.