

JMMS Minutes

Meeting Title: Instructional Council

Meeting Date: 10/24/18

Meeting Time: 7:30 AM

Meeting Location: Library

Meeting called by: Jane Sichler

Type of Meeting: Instructional Council

Facilitator: Christin Johnson

Recorder: Christin Johnson

Attendees:

Amanda Allred

Brian Hendrix

Frank Parra

Sheila Barbour

Christin Johnson

Jessie Olson

Neomi Clark

Anna Galfano

Sean Sacoman

Joyce Comer

Adam Kuhn

Jane Sichler

Suzanne Everett

Kimberly Mackey

Denise Dockendorff

Trini Gallegos

Jose Lopez

Other

Angelynn Gomez

Glenn McNeely

Other

Agenda Topic: PARCC schedule finalization

Presenter: Sean Sacoman

Discussion: We will go with the proposed schedule that Sean shared last meeting. Advocacy teachers will test their own students. Classes will meet on a block schedule (approximately 106 minutes) with 1st, 3rd, and 5th periods meeting on A days and 2nd, 4th, and 6th periods meeting on B days. Advocacy will meet every day for 35 minutes. Each goal team will be responsible for creating 3 lesson plans for these Advocacy days (sharing the responsibility). Lessons must be emailed to Mandy Allred by February 28 so they can be uploaded to the Google advocacy site.

Conclusions: Use updated PARCC testing schedule and each teacher tests their own advocacy students - we are hoping this helps with motivation for students to do their best.

Action items: Sean will communicate this schedule with staff next semester.

Person(s) responsible: Sean Sacoman

Deadline: 2nd semester

Agenda Topic: WIN time in advocacy - use of Khan Academy at times? **Presenter:** Christin Johnson

Discussion: We need to survey students to see how many do/do not have electronic devices on them each day. This way we know how practical it will be to have students on Khan Academy during advocacy time.

Teachers will need to be diligent and monitor student electronic device use on the days Khan Academy is used during advocacy in order to maximize learning time for students and minimize personal use of device.

Conclusions: Survey students Monday, Oct. 29 during advocacy to see how many have devices.

Action items: Survey students and get counts of needed devices

Person(s) responsible: all advocacy teachers **Deadline:** Monday Oct. 29

Agenda Topic: Tier II interventions **Presenter:** Christin Johnson

Discussion: ST math can be offered to 6th grade students starting 2nd semester. Anna Galfano will teach this class. Students will be identified using i-Ready data from fall.

Read 180 can be offered to students in 7th and 8th grade if the student did not take it in 6th grade.

Conclusions: ST math for students in need in 6th grade beginning 2nd semester. Read 180 class will be created by combining smaller ELA classes and freeing up a period for this class.

Action items: Identify students in need for placement in Read 180 and ST Math. Schedule students in classes.

Person(s) responsible: Christin Johnson and Anna Galfano and Trini Gallegos **Deadline:** Dec. 1

Agenda Topic: School schedule survey results **Presenter:** Christin Johnson

Discussion: 53 teachers completed survey. 32.1% voted to stay with the 6th period day. 67.9% voted to go back to the block schedule. All reasons were shared for those in favor of both schedules. Biggest reason for block schedule is the data shows math and reading scores consistently going down since we have not been on the block.

Conclusions: Jane will ask district if we can go back to a block schedule for 2019-2020 school year.

Action items: Jane talk with district personnel

Person(s) responsible: Jane Sichler **Deadline:** ASAP

Agenda Topic: Loss of secretary **Presenter:** Jane Sichler

Discussion: Kristie is no longer working at Monroe. The district has sent someone to close out the books and it will be 2 weeks until Jane can interview for a new secretary. In the meantime, if teachers need anything, they need to be patient and give Jane as much notice as possible. Jane is learning how to enter POs.

Conclusions: Hopefully hire new secretary soon.

Action items: Hire new secretary

Person(s) responsible: Jane **Deadline:** 2 weeks

Agenda Topic: Goal team report outs **Presenter:** Goal team leaders

Discussion:

Student incentives - candy jars have been donated by shop in the mall and students (who met 95% goal 1st quarter) names will be randomly drawn to receive candy jars. 3 names/grade level. Jars will be given out Nov. 2.

AVID - bins need to be filled! Donate Donate Donate! Student will receive ticket if they donate. This ticket will allow them to use their personal electronics at lunch on a particular day to be determined.

Family Engagement - Pray for sun this Friday for fall festival!!!

Staff Satisfaction - Shelley retirement - cake being purchased

Conclusions:

Action items:

Person(s) responsible: **Deadline:**

Agenda Topic: SLC parent survey on attendance **Presenter:** Christin Johnson

Discussion: Parents will take a 4 question survey during student led conferences Oct. 30-31.

Conclusions: Data will be analyzed and reviewed to make positive changes

Action items: Students whose parents complete survey will be entered into a drawing for a prize. Cards need to be printed and put in advocacy teacher boxes to give students if their parents complete the survey.

Person(s) responsible: advocacy teachers and Christin Johnson

Deadline: Monday Oct. 29

Agenda Topic:

Presenter:

Discussion:

Conclusions:

Action items:

Person(s) responsible:

Deadline:

Next IC Meeting will be on:

