

JMMS Minutes

Meeting Title: Instructional Council

Meeting Date: 5-8-19

Meeting Time: 7:30 AM

Meeting Location: Library

Meeting called by: Michelle Vela

Type of Meeting: Instructional Council

Facilitator: Christin Johnson

Recorder: Mandy Allred

Attendees:

Amanda Allred

Brian Hendrix

Frank Parra

Sheila Barbour

Christin Johnson

Jessie Olson

Neomi Clark

Anna Galfano

Sean Sacoman

Joyce Comer

Adam Kuhn

Michelle Vela

Suzanne Everett

Kimberly Mackey

Denise Dockendorff

Trini Gallegos

Jose Lopez

Other Diana Sanchez (Parent)

Angelynn Gomez

Glenn McNeely

Other

Agenda Topic: Announcements

Presenter: Michelle Vela

Discussion: Michelle reported that end of the year there are a lot of things going on. EOC's are starting. Students are still needing to complete the teacher surveys. Some teachers didn't do it, but he will make sure to have those math teachers get iPad carts, or go to the labs, because it is part of the evaluation.

Luke has been updating the website with the end of the year dates. Please review and get back to admin. if any of your events are missing from the calendar.

Some new hires are needing completed at this time. Some teachers may be reaching out to department chairs for information regarding summer planning. Anna Galfano brought up that teachers used to sit in on the interview process. Admin. is open to members of the departments sitting in on the hiring committee. A tech job person was hired. He was on the must hire list. He came with a good recommendation.

Domains are due Friday. Trini and Michelle are working on finishing up the evaluations. So, please keep an eye open for your domains to be completed.

Michelle wants to thank all the people who put together the Humanities night last night. It was really beneficial to the community. Additionally, she loved the café. So, it is great for all of the special events that are going on at the school to build community outreach. 8th grade dance is Friday. There should be two CSA's attending.

People are getting their information about their assignments for next year. That will most likely come out on Monday after the domains are finished.

We are beginning on planning the PD for the beginning of the next year. We will get a digital calendar up again for next year.

Our parent group is now a booster group and are an established organization.

Conclusions:

Action items: Review the website for missing events; complete teacher surveys

Person(s) responsible: all staff

Deadline: ASAP

Agenda Topic: Budget

Presenter: Michelle Vela

Discussion: Money put aside for AR and more. Michelle got a call from the senator and we are getting \$46K in upgrades to audio-visual technology. It was put in a proposal from previous years. We have to stick to the proposal.

Michelle tried to give some extra money in the budget to science because they haven't had consumables for labs in a long time.

Security team came and visited with the school, and the district is going to provide some money to some different schools. They are going to make the window by Felisha's desk a bigger window to get better visibility. Also, teachers should be getting a swipe card for the doors. They said that we are a "priority" school, but we may not see these changes until next year.

Conclusions:

Action items:

Person(s) responsible:

Deadline:

Agenda Topic: Scheduling

Presenter: Trini Gallegos

Discussion:

Conclusions:

Action items:

Person(s) responsible:

Deadline:

Agenda Topic: End of Year Survey

Presenter: Christin Johnson

Discussion: There is no survey monkey. There were several questions on the survey in 2016-2017. Last year was much shorter with a plus delta. Teachers in the past have typed in their answers and e-mailed in. They could put a hard copy in a box, and Christin would retype all of their comments.

We need to use an easier format. Google forms are easier. Google forms are directly tied to an e-mail address. Denise brought up that Google sheets are easier. Anyone with the link will need an aps google account to answer the survey.

Can submit comments specifically.

Conclusions: Give professional constructive feedback.

Action items: Look at the forms and pick which one we will use this year.

Person(s) responsible: IC

Deadline: By Friday 5/10/19

Agenda Topic: IC Bi-laws leadership roles

Presenter: Christin Johnson

Discussion: The IC doesn't want to change the entire team each year, so the even school years and odd school years are when we will elect new leadership. Even and Odd are the number of the ending school year; ex 2018-2019 is an odd year. Christin is balancing the list of when it is even or odd.

Conclusions: The IC is setting the leadership reelection years for the future.

Action items: Christin is balancing the list and will update the IC by-laws

Person(s) responsible:

Deadline:

Agenda Topic: Honor Roll recognition of 3.0-3.5

Presenter: All members

Discussion: Honor the 3.0 to 3.5 through a certificate given in Advocacy.

Conclusions:

Action items: Next year these students will be given a certificate rather than honored at an assembly.

Person(s) responsible:

Deadline:

Agenda Topic: Goal Team Sign up for next year

Presenter: Christin Johnson

Discussion: Is there a better way to do sign ups. Tell why you will want to be on a goal team. It is on the form. When you are new you have no idea which team you're on. There was a lot of debate about if people should pick their team, or if it should be delegated. Kuhn- Assigning might be weird, but what if we put it by position, maybe a rotating list based on position. Then they get a different goal team each time. You will get more collaboration in that way.

Conclusions: Christin will look at the list and try to figure out if there is a way to better balance the goal team sign up.

Action items:

Person(s) responsible:

Deadline:

Agenda Topic: August PD Days

Presenter: Christin Johnson

Discussion: Looking at last year. There is a schedule that the IC is looking over which is very similar to last year. Please ask Christin if you would like to see it.

Conclusions: Christin is working on the schedule.

Action items: IC and Christin need to look over the schedule given out at the meeting.

Person(s) responsible: IC and Christin

Deadline: