

Instructional Council Notes 8/14/19

7:30 – 8:10 AM Library

Next meeting 8/28/19

Members Present

Michelle Vela, Trini, Gallegos, Brian Hendrix, Denise Dockendorff, Debbie Ariaz, Mandy Allred, Glenn McNeely, Sheila Barbour, Joyce Comer, Suzanne Everett, Frank Parra, Anna Galfano, David Williams, Annie Gomez, JD (parent), Jennifer (parent), Christin Johnson

1. **Announcements-** David Williams 7th grade Science teacher. The first week of school went really well and people worked really collectively. Big thanks to the folks at the evening registration. There are still things to tweak about registration in the future, but things went pretty smoothly.
2. **Scheduling-** Appreciate patience with schedule changes. However, a lot of schedules the specialty classes somehow got tumbled and Anna Galfano and Kim Mackey fixed those schedules and the counselors fixed the rest. Most of the classes should be leveled and ironed out. Rosters should be reprinted because schedule changes are just now getting ironed out. Still ironing out aides etc. Please let the office know if you see weird things because sections are being created for aides. ***The office is asking teachers to let them know who hasn't shown up at all in the last few days.***
3. **Google Calendar-** the school is working on creating a Google Calendar for the school. This has been discussed at the Leadership Goal Team meeting, and they would like to help take on the calendar. They are going to assign a person at school to be in charge of the calendar, so there are not a lot of mistakes when it comes to creating/adding/deleting the dates on the calendar. Please include the parent group on the calendar, and let them know when events are happening so that they can support if needed.
4. **Music Assemblies-** One scheduled each semester for the entire school. Perhaps the Friday before Spring Break or the Monday after instead of the end of the year. Thematic Unit day was the day before Spring Break last year. Thematic Unit Day may be changing next year. (This item is tabled until a later date.)
5. **Open House-** there is a conflict with a UNM class which meets on campus on the 22nd, so the school has been looking at open house dates and comparing to the other schools in the area. The P.I.G. is planning the Back to School Extravaganza on the 6th of September from 3-6pm. So, the dates are the 21st of August, or after Labor Day. We will have a date out ASAP. The goal is the 21st of August. Parent Group meeting will be scheduled for that same night ½ hour before the Open House begins.
6. **Saturday School-** This would be an alternative consequence which doesn't take kids out of class. Samantha Parra has offered to cover it full time, but some back-up people will be needed. The Saturday School would be held once or twice a month for three hours. It would be a study hall/campus clean-up. 8:30-11:30 am is the time slot. *What is the*

consequence if they don't show up? Parent contact will be required prior to being assigned Saturday School. The student will probably then get the original consequence. The students cannot elect to come as a study hall. Still no word on if there are after school programs which may work as a study hall. The admin and counselors are also trying to come up with an alternative way to work with behavior problems. Perhaps a counseling type of group for students with minor behaviors.

7. **Workroom Cleanout**- Old unused textbooks. These need to be organized by department. Discard, maybe families can take home some of these materials.
Department Chairs are required to get in touch with their constituents to make these decisions.
8. **SMART Goals for Goal Teams**-Sheets have been distributed. These are due on September 13th.
9. **13 Hours in Negotiated Agreement**-A few things fall outside the contract day, for example the ALICE training. (The ALICE training is the active shooter training which will be done by the APS PD, and is REQUIRED by the district.) This is a two-hour training outside of the duty day. There are two night time events which can be required without the use of the 13 hours. The ALICE training has to happen really soon, and it is going to be included in the 13 hours outside the duty day which is included in the Negotiated Agreement. **We took a unanimous vote with the voting members of the IC and approved the ALICE training.**
10. **Table the Vote on IC bi-laws revision before the next meeting.**