

Instructional Council Meeting Minutes

Date _10-26-22__

Time _7:15 - 8:05am__

Location _Library__

Facilitator name _Christin Johnson__

Time Keeper name _Megan Thompson__

Recorder name _ Cara Heck_____

Members Present

___ Amanda Allred

___ Sheila Barbour

___ Joyce Comer

___ Cara Heck

___ Denise Dockendorff

___ Suzanne Everett

___ Christin Johnson

___ Raquel Leland

___ Brian Laurent

___ Jessie Olson

___ Olivia Oyinatumba

___ Glenn McNeely

___ Anna Rogge

___ David Sedillo

___ Wendy Skeets

___ Geoff Smith

___ Megan Thompson

___ Michelle Vela

___ Samantha Warren

___ Cristi Dunlap (parent rep)

___ Oloade Adegbola (Ade) Student Rep

Agenda Topic – Announcements

All middle schools have to do a deep dive into curriculum and instruction. An outside company will be meeting with every middle school to observe every teacher. Looks for: lesson plans, assessments, artifacts, syllabus. It is meant to be a good thing-not a gotcha. They are looking for ways for APS and individual middle schools to improve. Admin is still getting information and they will pass on that information to staff. Maxima Harms has been hired to take over Keller's position. Her start date is unknown.

Agenda Topic: December 20th

A report will be pulled on December 16th. We are estimating that 450 people will qualify (1st quarter students would have been 478). That day will include rooms that will show movies, play games, play in the gym etc.

There are two schedules that were proposed. Option 1 would have 35 minute classes with a 2 hour event. Option 2 would have a long 3rd period and a 1.5 hour event. At this time IC members want to readjust the schedule so Christin will bring a new proposed schedule next week.

Next meeting Waren will bring more ideas and detailed planning ideas.

Agenda Topic: Curriculum Nights

ELA was 100% yes that they want a curriculum night on a Thursday in April.

Only 1 social studies teacher would participate, 2 would if they were told but the rest would attend the 8th grade dance instead of curriculum night.

Vela proposed that social studies display their work during that curriculum night.

Math voted unanimously against it. They also don't want to create display boards since they didn't think that anyone would actually come. Since math has a new curriculum they want to focus their time on that. Vela does have a small amount of money for food for the event.

Agenda Topic: Student Emergencies

We don't have clarification on what to do during a fight or student emergencies that happen in the building. Olson is requesting training and clarification on what to do. Vela proposed that we do extra training with ALICE PD. Oyintumba is going to look into district policies as to what we should do and she will come back to IC with specific policies.

Agenda Topic: Snap and Read & Other UDL Tools

Could we have an advocacy lesson about UDL tools and make sure every student can use them? Thompson will complete training and get that set up.

It was brought up that not all teachers do the advocacy lessons.

Agenda Topic: Student-Teacher Conferences

Will conferences be in person, virtual or will they be given a choice? Parents will be given a choice. Teachers must give a choice.

Megan Thompson will create a document and give access to all teachers. Teachers will type a list of students they are most concerned about and list who the student's advocacy teacher is. The advocacy teacher will create the conference time and let the parents know there will be multiple teachers joining the conference. All teachers who have the student are encouraged to attend. This process will be completed by Friday, Oct. 28 so that Advocacy teachers can schedule the remainder of their individual conferences around these group conferences.

Thompson will create the document and send it out by Friday. It will be posted in the admin GC.

Agenda Topic: Assembly Schedules

Teachers are asking that if an assembly is scheduled or changed it needs to be notified and communicated to staff as soon as it is known. It is asked that anyone has created an assembly or a change in the schedule it needs to be sent out to staff immediately.

Next Meeting: November 9th @ 7:15 in the library

Next meeting agenda topics:

December 20th - need more details of what activities will be available and which staff are supervising each. Refine the schedule.

**Curriculum Night - Science Explora date for February (Thursday evening)
ELA will be on a Thursday in April**

Choose a date for the honor roll assembly in January