

Instructional Council Meeting Minutes

Date 2-22-23

Time 7:15 - 8:05am

Location Library

Facilitator name Christin Johnson

Time Keeper name Suzanne Everett

Recorder name Mandy Allred

Members Present

Amanda Allred (through google meet)

Sheila Barbour

Joyce Comer

Cara Heck

Denise Dockendorff

Suzanne Everett

Christin Johnson

Brian Laurent

Jessie Olson

Olivia Oyinatumba

Glenn McNeely

Anna Rogge

David Sedillo

Wendy Skeets

Geoff Smith

Megan Thompson

Michelle Vela

Racquel Leland

Samantha Warren

Cristi Dunlap (parent rep)

Christine Herrera

Agenda Topic – Announcements

We will get our budget on March 1st.

Schedule season is upon us. Look out for student information for placement.

Welcome Christine Herrera ! Our new dean.

Agenda Topic: Goal Team lunch/breakfast next year? Survey will go out - should this be a question on the end-of-year survey?

[Goal Team Provides Food Google Form](#)

All staff will get a question on the end of year survey to see if teachers want to participate in the Goal Team Breakfast. Maybe we could combine goal teams to lessen the burden on teams with smaller numbers of teachers.

Agenda Topic: March 1 letter out to students about end-of-year activities

[EOY Activities Expectation Letter](#)

Megan, Joyce and Glenn have created a letter to send out to all students for expectations for the End of Year. March 4th is the start date of the fourth quarter. May 18th is our fun day. Students will become ineligible if students receive a referral that resulted in or out of school suspension.

Grades will not be factored into the end of the year expectations, this year. IC will discuss grades at a later date to maybe incorporate grades into next year's fun day.

Copies of the letter will be sent to all students through advocacy and they will be sign a Google form as evidence that they have reviewed the letter during advocacy. This Google form spreadsheet can be referenced by administration if needed.

Agenda Topic: PLC structure for next year - common students or common content? - VOTE

4 out of 11 voted that they want to prep with common students.

7 out of 11 voted that they want to prep by department. This is a $\frac{2}{3}$ majority vote and will be the way we structure PLCs next year. This might be changed due to focus teams based on feedback from the SREB visit.

Related Arts would like to prep with special education students.

Agenda Topic: High Needs Conferences for March 16-17? VOTE

5 out of 11 voted to have high needs conferences.

6 out of 11 voted to not have high needs conferences.

This is a split vote. Admin is able to break the tie and is in favor of high needs conferences.

One issue is that teachers didn't follow the rules and we were getting information from different teachers in different ways.

This is the only time during our duty day to meet with students. It is a way to utilize our work day and we are informing parents of what is happening during the day.

Megan will send out the information now.

Agenda Topic: Schedule for next year - possible WIN time built in

Eisenhower created a skinny for students to have WIN time where we would meet everyday to have students work on things that they are missing or need support on.

Having a skinny would alleviate the time for Tier 2 interventions. It would spread those interventions throughout the school.

It will only work as well as people do it with fidelity. It is based on the teacher leading the group.

We are unclear if this counts as an additional prep for teachers. Vela has reached out to the principal at Eisenhower to see how it is working out.

Suggestion: 2 days of intervention or acceleration for ELA, then one day of advocacy, then 2 days of intervention or acceleration for Math. It would all be computer based.

Agenda Topic: Bring back schoolwide Google Classroom for schoolwide communication, info from school messenger blasts, surveys, school news

IC members all felt it was a good idea. From the parent perspective, she liked the idea that all information is in one place. Parents can't be added, but they get a weekly report. They can access via their child's chromebook. TLFs, admin, Luke, Mandy and Megan will be in charge of the Google classroom.

Agenda Topic: Chromebook check-in date

Last year was done on May 23-25 (school ended on May 31) through ELA classes

This year's schedule will be:

Friday, May 19, 2023 6th grade during ELA classes

Monday, May 22, 2023 7th grade during ELA classes

Tuesday, May 23, 2023 8th grade during ELA classes

Agenda Topic:

Staff vs. student basketball date/time? April 28th (Assembly schedule or only during 6th period?)

Staff vs. student volleyball date/time? May 24th (only through 6th period) Advocacy will be canceled that day

The monthly FIT meetings will be changed to the second Tuesday of each month from 6-7pm. Next month will be in person on March 14th. Food will be provided.

Next Meeting: March 8th at 7:15 in the library.