

Instructional Council Meeting Minutes

Date _5-10-23__

Time _7:15 - 8:05am__

Location _Library__

Facilitator name _Christin Johnson__

Time Keeper name _Suzanne Everett__

Recorder name _ Mandy Allred__

Members Present

___ Amanda Allred
___ 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)

Agenda Topic – Announcements

Teaching Assignments- Olivia is going to be sharing that information soon.

At Risk Money- We should be getting \$64k in at risk money.

Michelle would like to use that money in one of the following ways (waiting on scheduling tumbling to determine)

- .5 teacher
- .5 dean
- full time EA. That EA would be hired as another hall monitor person, because Ashley will be a CSA. This hasn't been decided on just yet.

\$7500 will be put in teacher stipends. This may be the money that we use to pay people to do duty.

Approximately \$2500 will be put into sub money to help pay for training, collaboration, etc.

AVID travel is pretty expensive. Admin must go to a conference every two years, and Michelle will put some of this money, \$5400, toward that.

Please ask the admin first before you spend your own money on classroom supplies. There is money for supplies.

Jessie is hoping CTE will replace her classroom equipment.

Lunch duty etc. will no longer be able to be paid from FTE money and everything will come in through time sheets. This will allow teachers to substitute things like lunch duty.

This year we will only have one day of training, one day of teacher prep, and one day for registration/jump start. We need to talk at the IC retreat how we are going to treat this

Agenda Topic: Bell Schedule

Next year the district wants 9:15-4:15 bell to bell. This year we have some time built in in the morning. The original bell schedule our school shared was from 9:22 first bell until 4:07, but the district denied this schedule. This one had duty time built into the bell schedule. So, the administration built a bell schedule from 9:15-4:15. On the new schedule all classes are 58 minutes with time built in for announcements in the second period and ten minutes built into the sixth period at the end of the day. We still don't have any information from the bus company regarding the timing.

Discussion started around the time of the lunches. On the first schedule we would have lunches built around the third period. So, there was discussion to bump the lunches so they are later. Students will get breakfast at 9, so lunch at 12:30 and at 1pm isn't too late. A bell schedule will be created with later lunches and resent to the district for approval.

Agenda Topic: Department Chairs are up for renewal

Department chair positions up for renewal (SS only) - letters of interest due to Michelle May 12

Grade level chair positions up for renewal (6th grade & 7th grade) letters of interest due to Michelle May 12

Staff satisfaction, family engagement, advisory, and student incentives leaders will remain in place to ensure those tasks continue to be covered by a paid leader

Department chair & PLC pay clarification for next year; department chairs don't get PLC stipend because the department chair stipends cover the PLC.

TLF-two TLF's are up for reelection.

Agenda Topic:

Supply lists need to be reviewed and updated. There are issues with the teachers not getting enough tissue, wipes, paper towels etc. Send a parent request blast each quarter asking for help with these supplies.

Make sure it is on the list, not written as a contribution.

Please look over the list and get it updated by May 19th so it can go on the school website.

Agenda Topic:

The DEAR time passed with 10 yes votes. This is above the 7 required votes for a $\frac{2}{3}$ majority.

Agenda Topic: Goal Teams

Advocacy: Advocacy is done for the year. No Advocacy today and locker clean-out next week.

Staff Satisfaction- Cookies this Friday and thank you cards to teachers. Rachael is writing up birthdays for this month. The Staff Sat. can cook food on the 22nd during the fun time. Mandy will talk to the Crisis Team for sides to go with this since they did not host a lunch this year as such a small team.

Student Incentives: We are trying to mark on the report card if they made honor roll in the fourth quarter. There is away to do this in Synergy.

Family Engagement: Met last night and talked about the promotion. The eighth grade dance will have water donated. Administration would like to have a walk-through promotion instead of a drive through. So they will park, and walk across the outdoor stage area with some photo op areas to walk through with families.

Data: Worked with the alignment and rigor team. They are working on figuring out the DEAR time.

Next Meeting: June 6 9-12 IC retreat from 9-12pm.