

# Instructional Council Meeting Minutes

Date \_\_\_\_

Time \_7:30 - 8:05am\_\_\_\_

Location \_virtual google meet\_\_\_\_

Facilitator name \_Christin Johnson\_\_\_\_

Time Keeper name \_Suzanne Everett\_\_\_\_

Recorder name \_ Mandy Allred\_\_\_\_\_

## Members Present

\_\_\_ Amanda Allred  
\_\_\_ Sheila Barbour  
\_\_\_ David Sedillo  
\_\_\_ Joyce Comer  
\_\_\_ Denise Dockendorff  
\_\_\_ Suzanne Everett  
\_\_\_ Trini Gallegos  
\_\_\_ Brian Hendrix  
\_\_\_ Christin Johnson  
\_\_\_ Brian Laurent  
\_\_\_ Racquel Leland  
\_\_\_ Jose Lopez  
\_\_\_ Glenn McNeely  
\_\_\_ Jessie Olson  
\_\_\_ Geoff Smith  
\_\_\_ Megan Thompson  
\_\_\_ Samantha Warren  
\_\_\_ Janet Reeder  
\_\_\_ Michelle Vela  
\_\_\_ PIG rep Christy Dunlap  
\_\_\_ Addy Olalade (student)

## Agenda Topic – Announcements

\*Canvas is limiting the number of observations; level one teachers must be observed; teachers leveling up must be observed.

\*Two spectators allowed at the sports events.

## Agenda Topic:

\***Advocacy Today:** Expectations assembly today, and the student survey needs to be given today. Please make sure that all Advocacy classes take the survey.

\*March 4th deadline for all lists to be given to Trini. Trini said that last year all student registration was online. This year hard copies of class schedules will be used, but teachers have

an option to create their applications online or physical. Elective teachers who would like to use a digital application need to let Trini know, and she will add those teachers to the Google Classroom with information about registration. Student aides will be applying via hard copy this year, and will require teacher recommendation.

**Agenda Topic:**

\*We need more information about program use. Only a few teachers have filled out the survey. Please make sure to fill out the survey so that we have a better idea of which programs teachers would like the school to purchase next year. If you have found a program you love that is not on the form, please add it to the question about other programs.

<https://forms.gle/J9vfmbT6wi6fGYg37>

**Agenda Topic:**

\*NAEP testing will be February 16th. Two hours in the morning and two hours in the afternoon.

\*ACCESS testing in March through ELD classes.

\*April 6-8 NMASR- 8th Science 1 session per day through science

\*April 11-14- State testing in Math

\*April 19-22- State testing in English

\*Make up testing the last week of April.

\*iReady testing will be happening in May.

Schedules will be coming forward, some students need extra time on testing, and those accommodations will be made through scheduling. Denise has offered to help build the schedule for the state testing.

There was a discussion around using the accessibility tools in ALL classrooms ahead of time. There are links to practice tests and the site on the JMMS website for both Science and the NMSSA. It is suggested that teachers begin looking at the practice tests. These practice tests will help familiarize students with the testing platforms.

**Agenda Topic:**

\*Please make sure to speak with your constituency groups to find out if people would rather have PLC organized by department or by common students.

**Agenda Topic:**

Dress code, not really an instructional issue, but a sub committee will be created. This committee will meet after school starting the second week of February, (dates to be announced) and be made of IC members who would like to discuss the dress code. The committee will be held digitally, and would like to have a few parents on the committee as well. If you would like to represent your department or grade level, please speak to your leader, and they can recommend you for the committee.

**Agenda Topic:**

\*How do teachers handle coming down for COVID test to stay? Do we leave our classes? Do we just ask another teacher to keep an eye on them?

Michelle said that coming down for this test is not required to be done at the school. You can organize to have an alternative test done if you can't find someone to watch your class when you go for a COVID test. ***You CANNOT leave your class unattended to come down for your test.*** There is a struggle with communication between when the testing people come and the schedule. We have very little information about when the testing people will be here. Please just be flexible and help your fellow teachers.

**Agenda Topic:**

\*New agenda and minutes forms were sent to all collaboration leaders yesterday. The 90 Day plan team set a goal to make sure that our collaboration meetings are focused on student achievement/student centered. The goal is to make sure that everyone is collaborating. The new agenda/minutes will be one document which can be edited by all members of the team.

Items can still be listed on the agenda, and the minutes on the other side.

Some teachers are concerned that the new agenda and minutes will shoehorn teachers into a specific type of communication. When it is an informational meeting that type of meeting won't use this agenda.

How do we support teachers when they are stressed? There may not be as much information on the right column.

There was concern that there are teachers who aren't participating in the meetings, and this won't help.

**Next meeting date - February**