

Manzano High School Instructional Council Meeting Notes

Time & Date: September 30, 2020, 2:45-4:00 pm

Location: Virtual Conference

IC Chair: Derek Villaneuva
Vice Chair: Teddi Toniolli

Total Attendees: 25

Guest Attendees: Vivian Sanchez-Valencia, Centhia Hutchens, Timothy Gutierrez, Arvis Vonner, Shauna Howser

MHS IC Representatives		
<i>*Social Studies - Derek Villanueva</i>	<i>Math - Dan Hall</i>	<i>Admin - Rachel Vigil, Jason Sanchez, Sanjuan Mendoza</i>
<i>*ELA - Teddi Toniolli</i>	<i>AVID - Teresa Hargis</i>	<i>Co-Counselors - Christine Loidolt</i>
<i>CTE - Heather Gillespie</i>	<i>Science: Laura Llanes</i>	<i>ATF - Kelly Dutro</i>
<i>Fine Arts - Daniel Cummings</i>	<i>Health/IMPAC -</i>	<i>Student -</i>
<i>90-Day Committee-</i>	<i>ROTC - Tim Kerze</i>	<i>Parent</i>
<i>Community Coordinator: Jessica Dinsmore</i>	<i>MCL - Caroline Keller</i>	<i>Activities - Jessica Carr</i>
<i>SpEd - Megan Painter (IGSS), Allison Stepp</i>	<i>PE/Athletics - Philip Martinez, Matt Espinosa</i>	<i>TLF Rep -</i>

Today's Agenda:

Interim IC Meeting to discuss:

- I. **Instructional day impacted by holidays that interview**
 - A. IC will change our meetings to these days: Nov 4, 18th; December 2, and 16th
 1. FYI No conflicts w/October meetings
 - B. Recommended changes for the following holiday disruptions in schedule:

Week of November 2nd- Monday-B, Wednesday-A, Thursday-B, Friday-A

Week of November 9th- Monday-B, Tuesday-A, Thursday-B, Friday-A

Week of November 23rd- Monday-B, Tuesday-A

C. Allison Stepp--As far as the special education department who already meets on campus--what will be our schedule since we meet on Mondays?

1. Vigil says stick to the normal schedule that you are on right now with Special Ed in the Red.

II. Update on Staff Survey

A. More info to come on this survey before distribution; while union is working with district and waiver situations. Something will be coming from District/Union soon.

III. Revised Monday Schedule:

A. Vigil - What has IC members come up with for recommendations for Monday's menu options?

1. Keller- MCL likes the idea of conversation groups and virtual tour groups; also go over upcoming assessments so students are ready. We are wondering about the accountability piece.

2. Science- Llanes: Students are very overwhelmed right now; they feel guilty because they don't have recommendations. They don't see any other way they can hold student accountable, like we can't even hold advisory students accountable. Students say it's all too much and they won't go.

a) Vigil - I realize this situation we are in is overwhelming for everybody. At the end of the day, it really should be a 5day bel schedule. There will be more accountability in that than the proposed schedule we have now. Will be hard to track each kids and what they are doing; but a lot of kids are self-motivated

3. Cummings- Fine Arts says "We could use the Monday time to work with students one-on-one with lessons." Time to spend with all/any students for helping and assigning students to come in and do the assignments in class to prevent them from failing. Tech tutorials. Photo teacher said it would be nice to have time to do teacher tasks (attendance, grading, etc.).

4. Vigil - Right now, the schedule we have now is really conducive to collaboration. We've got new services and applications coming and teachers will need time to train for those. This isn't about guiltig departments; this was just a brainstorm for ideas for the schedule. TEachers can lead learning labs if they want to.

5. Cummings - is it feasible to call the Monday 'grade recovery monday' to help our students succeed and meet the district's needs?

a) Vigil - it's coming back to equitable minutes; it appears as though we are shorting our kids 3 hours or so of synchronous learning time. You have to have options for all kids (for the Monday schedule seminars). It can't be just for 'failing' or 'at-risk' students. We also discussed training students on

b) Gillespie -CTE on board with more synchronous time; wanted to point out that time we take from students, we also take from ourselves

c) Villanueva - Social Studies - how strict is attendance with this piece? Questions about enforcement from district.

(1) Vigil - district cares about the schedule of events that are happening on Mondays to show that we are equitable for all students.

d) Hall- Math is using this time for tutoring; it may not be for all students, but it's available. Florence may start using Mondays as 'You HAVE to meet with him and talk with him in order to meet the requirements of a TEST in your class'. Math on board with proposed schedule

e) Toniolli - English not so sure about Monday's schedule and if attendance was going to be mandatory, then a skinny c-day would be what English prefers to see.

f) Martinez -P.E. would be offering seminars for leadership and various content; talked about a delay-schedule instead of snow-delay it would be for ASY learning and Mindfulness then C-day after that.

- g) Dinsmore - Just a thought, since attendance is an issues, maybe each Monday, teachers can ask their kids in advisory what learning opportunity they are going to choose each day, maybe in a survey, we can get an idea of what students are thinking and where they are going during these times
- h) Gillespie -Students had mentioned that knew they were going to have to attend and they understood that but had mentioned that they would like to do 'fun' or 'chill' activities OR study and review and help with assignments
- i) Painter - Special Education is in favor of Monday Schedules with more options for special education students (accessibility wise)
- j) Cummings - Are we really okay with that fact that students may not attend these things, but we are doing this to appease the district's worries that we aren't meeting the instructional time that we are supposed to be meeting. So we are not going to be holding them accountable, **because we don't have the mechanism to do so. <-Emphasized so can be truthful to audience (students, parents, etc.)**
 - (1) Dutro - If we are going to do this, we might as well try to do it well. We should try to do it in a way that works for our students and meets requirements; if meaningful for students, it will be meaningful for us. We are working towards
 - (2) Hall - I'm holding them accountable for what they display in my class; they have all these seminars available and can implement into my class and I can see that
 - (3) Vigil - What i'm hearing is that we can have some time to work on an accountability piece. We don't have that today, but we could in a week or two. Some of these Monday options are going to turn out to be pretty cool and they far outweigh the benefit of a 7-period skinny Monday. Sounds like we have pretty cool ideas.

Consensus Made:

Monday Menu Schedule is what Manzano will be following for now on. (Starting 10/12/20)

- IV. Recap of today's meeting
 - A. Vigil - reiterated the offerings for Monday's Menu. Jessica D. is working on getting more community members to come and present. Providing students something vs. nothing at all, is a good thing.
 - B. Cummings - for accountability, maybe those people who are leading a seminar, can create a link to send out to help with attendance
 - C. Vigil - Lots of students who wait to cram a lot of work in; maybe this will be another way to earn some extra points for classes because they attended.
 - D. Villanueva -How should teachers reach out and set up seminars?
 - 1. Vigil - work with your department chair and the department chair will connect with admin. Teachers can decide what they want to be a part of. If anyone in your department wants to offer something, let Ms. Vigil and/or Mr. Sanchez know.
 - E. Gillespie, Dinsmore, Llanes, Dutro - Responses from students and parents about heavy workload.
 - 1. Vigil - My advisory students are enjoying the synchronous time because they get to be with their teachers and ask questions. Reminders of having check-ins at the end of Asynchronous time. Teacher autonomy is very present here and I want to encourage that but I also want to make sure we are careful for how much asynchronous time we are giving them.
 - a) Llanes - want to emphasize that teachers stay on to help any students who need it (when they go off on their asynchronous time)
 - F. Villanueva - go back to constituents and talk about working in synchronous vs. asynchronous time and be a bit more mindful when it comes to work.

Next meeting is 10/14/20

If you have any questions or concerns about issues brought up in today's IC please make sure you contact your department representative and/or email Derek & Teddi directly.

Meeting ended at: 3:40pm