

Attendance

Manzano High School Instructional Council Representatives		
IC Chair - Kelly Dutro ▾	Vice Chair/Fine Arts- Rachel Thompson ▾	Secretary/MCL- Martha Ambrey ▾
Admin - Rachel Vigil ▾	Counseling - Jeanie Stark ▾	Restorative Justice - Absent ▾
Activities - Jessica Carr ▾	Community Coordinator - Jessica Dinsmore ▾	EWS - Jeanie Stark ▾
JNROTC - Commander Kerze ▾	ATF - Dan Hall ▾	TLF - Allison Stepp ▾
District SPED - Megan Painter ▾	Crosscat SPED - Shaness Conley ▾	AVID - Teresa Hargis ▾
Science - Zachary Blossom ▾	Health/Impac - Jeremy Vehar ▾	ELA - Teresa Hargis ▾
Social Studies - Stephen Kraw ▾	Math - Nathan Humphries ▾	PE - Bradford Gaschler ▾
CTE - Stacye Simpson ▾	Student Representatives - Absent ▾	EA -
Parents:	Guest Attendees: Mark Ramirez, Matt Espinosa, Jason Sanchez, Arvis Vonner, Elizabeth Hughart	

IC Meeting Agenda

Agenda Item (Minutes)	Notes
Taking Role (5 minutes)	<ul style="list-style-type: none"> Name and what department they are representing Delineate Visitors (no say in consensus)
January PD (45 minutes)	<ul style="list-style-type: none"> January PD <p>Dutro: Wants feedback from constituencies regarding PD on January 4, 2023.</p> <p>Humphries: Would appreciate time to collaborate and prep for the upcoming semester.</p>

Ambrey: MCL would like Avid training to include team-building exercises and would also like a PD session on giving students concrete ways to manage and get past anxiety so that they are able to function productively in the classroom and workplace.

Dutro: ELA wants GLSEN to come to the school.

Kerze: Chatted with Vigil about having the south gym air rifle range open for staff.

Simpson: Don't we have to do Safe Zone training?

Dutro: We have no rep on campus.

Conley: We can invite a district rep.

Stark: The GRAD partnership offers 3 workshops free of charge:

- Brain based teaching and learning including how to self-regulate when problems arise
- Strategies to keep students engaged on block scheduling
- Restorative practices

Dutro: What about standards based grading?

Ambrey: We appreciate the sentiment behind the proposal to make a second presentation on Standards Based Grading. However at this time we are still in the middle of implementing SBG practices. Additional time and a period of reflection is needed. In the meantime, we extend a warm welcome to anyone wishing to attend one of our weekly sessions which take place on Tuesdays after school.

Dinsmore: Could Safe Zone or Avid training be held during a staff meeting?

Hargis: The district wants everyone on the website but people need training on how to use it. Avid presenters can include the team building activities with the website training. Training would take about 30-45 minutes.

Stepp : Avid Training needs to take place in January so that coaches can be in attendance.

Conley: Proposes getting rid of SEL - we can set up a book club for SE. There are also training sessions for behavior based training (special ed) for those interested. Contact Allison Stepp for more details.

Stepp: Allison will send out schedule

➤ **DECISION:** No AIM (SEL) training .

Stepp: We will get 2 ½ hours to prep since duty day is 6 ½ hours.

➤ **DECISION:** Build Avid team building activities into the training on how to use the Avid website.

Stepp: IEP norms and process review for whole staff, should take 45 minutes

➤ **DECISION:** IEP norms and process review will be a PD session in January.

Dutro: Can you also include how to access and read an IEP?

Stark: 6 week celebration is not happening this year - can nix it.

Conley: Is there a whole staff safe zone training at a staff meeting, as a PD or still being decided?

Dutro: Safe Zone training is different from GLSEN (focuses more on trans) and Safe Zone focuses on LGBTQ plus. Could we still dedicate time for GLSEN training?

Dinsmore: Has student data to support that trans kids are experiencing difficulties in the current educational setting.

Dutro: They act out more because they find it hard to fit in.

Conley: Could we have developing brain awareness be featured as an elective?

Stark: Needs for people to attend

Thompson: 150 minutes remain - anything else we need to do ?
Could air rifle training / practice be an elective?

Kerze: Should be voluntary and is in the gym / south side.

Hargis: Are we rotating or full staff?

Dutro: Thinks that Vigil wants it rotating

Stepp: Staff members may ditch if it's on rotation.

Simpson: Should move around rather than staying in the library for 4 hours.

Dutro: GRAD partnership workshops sound good. Is there a preference?

Hargis: Loves teaching and learning with the developing brain in mind.

> DECISION: Votes for PD from GRAD partnership on teaching with the developing brain in mind.

Dutro: We could have a 90 minute whole staff session in the morning including housekeeping and the GRAD workshop.

Stepp: Teachers would have 2 hours prep time in a flexible schedule with 45 minutes PD sessions on rotation.

Dutro: Do we want to have GLSEN training at a staff meeting in January and Safe Zone training on January 4 ?

Vonner: Don't plan on moving anything to January of February staff meetings since most of these will be about the registration process.

Hargis: We could put it down on the January 4th agenda as one or the other (Safe Zone or GLSEN).

Hughart: Safe Zone Training 45 minutes tops - they can do on PD day.

Stepp: Rachel Vigil likes to have time for housekeeping at least 15 minutes so together with Safe Zone training that would make one hour.

Conley: Can we vote on having them come during staff meetings ?

Dutro: We should say let's do Safe Zone training on this day - and we have 90 min. and rifle range. Will see about having GLSEN do training during collab.

► **DECISION:** Safe Zone Training on January 4.

Stepp: Could the Safe Zone trainer do it all day or just for one 45 minute block?

Hughart: They will be here from 8-9 am but only need 45 minutes of that hour.

Dutro: So from 7:30 - 9:15 we'll have an all staff meeting in the library with housekeeping and Safe Zone Training. Then the other PD's will be on rotation with time for department meetings and prep time. We are still doing the brain based teaching and learning so we have 2 things on rotation.

Conley: So ½ in the library and ½ in PAC.

Thompson: No food in the PAC, please.

Stark: To ensure that teachers attend, there should be a digital passport and a questionnaire at the end.

Dinsmore: Some staff didn't attend the beginning of the year community tour and it took so much time and work to organize. There needs to be accountability for staff.

- Other ideas?
 - PD on giving students tools to get past anxiety
 - GLSEN instead of SafeZone? In addition to SafeZone? Is it required by the district? Need district person (SafeZone 45 minutes tops)
 - Staff opportunity to come to the air rifle range!!!!
 - Grad Partnership (collaborative work between 9 different orgs): choice of: Developing brain aware approach to teaching and learning (90 minutes)/teaching extended or block periods (90 minutes)/restorative practices workshop
- Four Hours
 - AVID Website and Strategies - 30 to 45 minutes

	<ul style="list-style-type: none"> ○ IEP Norms and Process Review - 45 minutes ○ Rifle Range ○ Developing brain aware approach to teaching and learning (90 minutes) ○ SafeZone (45) 8:00am - 8:45am? ● GLSEN during collabs one day
<p>Monday Attendance Idea (10 minutes)</p>	<p>Proposed by Jeanie Stark</p> <p><u>Attendance Incentives</u></p> <p>Stark: Proposes coupon Mondays. If a student comes in on Monday they get a coupon (double points day/ drop your lowest score day or pick a prize from a prize box). Teachers talk to the kids about it.</p> <p>Carr: Can be points based . Teachers keep points in Synergy - and they save points for a spirit store merch coupon. Can reward attendance as well as students who help others, etc.</p> <p>Dutro: Likes the idea of it being a schoolwide merch thing - and through Synergy.</p> <p>Carr: Every teacher at Volcano Vista does it</p> <p>Stepp: Through the triangle on Synergy, teachers can assign points which students accumulate from all their teachers collectively.</p> <p>Thompson : If it is all staff and school wide then we should be intentional about it - establish set point values for behaviors.</p> <p>Kerze: Would like to dissent. Doesn't want to reward people for the most basic things like showing up for school.</p> <p>Stark: If they aren't here, then they aren't learning.</p> <p>Ambrey: Doesn't think that the possibility of a coupon on Monday morning will get unmotivated kids out of bed and to school on time. Most of the kids who do not come to school regularly are not motivated by grades.</p>

Hargis: Struggles with the expectation on teachers to implement and track all of this. Expectations for teachers are already high and this feels like another ask. Perhaps we need to continue to work on changing curriculum or something else we haven't thought about

Conley: Agrees

Hughart: We should give coupon Mondays a try.

Kerze: The lack of skills is partially due to social promotion in the grade schools - kids reading at 3rd grade level can't do the work required in high school and he is not going to adopt a 3rd grade curriculum.

Carr: Attendance issue is a larger issue. Why haven't we gone to the school board and addressed social emotional issues - depression for example?

Dutro: As a school we need to figure out how to address these issues. We can't do it unless we are focused on it. We'll spend future IC's addressing these issues with a solutions based mindset (not a complaint session) and open minds.

Hargis: We talk about it in Collab.

Thompson : We need feedback from departments and students as well.

Dinsmore: Has data from a student survey from last year.

Carr: Students want to do a town hall meeting - students are looking at dates after Thanksgiving.

Marty: Parents should also be involved in improving the climate.

Dutro: For the next IC meeting we have wellness and bell schedules for Thursday and Friday January 5 and 6.

Kerze: At some point we need to push some responsibility back on parents and kids. If we hold ourselves responsible for everything and don't share that responsibility equitably, then they are enabled and not empowered.

Dutro: It works for Volcano Vista but they have a different population and demographics. We need our students to be here because they want to be here. Develop relationships with them . Let them know there are safe and supportive people on campus.

Vigil : Is stuck in the middle but agrees in part with Commander Kerze. We are ready to provide kids with learning experiences but they have to come to school. Yes, we need to hold students accountable. Works with Jeanie daily and sees what is happening. Plus, it's hard to keep teachers on the same page when it comes to setting expectations . Students are more challenging in recent times - there is a lot of vulgar discourse and disrespect. What are we as a staff able to collectively commit to in order to set an example? Some tow the rope and another crew that doesn't hold their end of the bargain.

Carr: Manzano has been vocal with the school board. Why not organize a group of staff to go to the school board and ask them to hold parents accountable. Capitalize on that.

Hargis: What we are missing is the student voice and that lack of communication can not be addressed with a prize box. We shine as a staff when we have the best interests of our students in mind. They are not grade motivated or prize motivated. More people need to be involved in helping them develop character, integrity and skills .

Dutro: Too many students are ditching. There are always kids wandering the halls. We need an increased security presence. The culture among students is to ditch.

Carr: Security is limited - there was a big change when the union wanted to move to restorative justice. Why work at creating a disciplined and orderly school when there isn't backup support?

Dutro: Restorative justice does not mean no consequences .

Carr: We don't have any APD now because of that movement.

Stark: Teachers need more of a presence on campus. Studies show if teachers stand outside in the hallway and greet kids and survey the halls, the school

runs better. If a kid is absent, make eye contact with the kid, make sure they know you are happy to see them and ask them about their absence.

Hargis: We have talked about this and already set that expectation.

Vigil: If we do a reset, we should make this a firm expectation. Physical altercations are worse this year. Community forums are taking place - parents aren't participating. We are going to hold a resource fair on 11/30. Wondering what the turnout will be.

Stark : We have to document it by new law.

Vonner: Ask students who come to school what the reason is. We need to get buy-in. Students shouldn't have to use the restroom right after lunch. So much disrespect. Has never witnessed this much disrespect. Change in culture and what we want our school to be. Find out what the root cause is. Ask your kids what is going on.

Simpson: Deca kids don't have skills. Skills of being able to get myself up to get to school. They don't know how to meet a deadline. They don't know how to belong to a school community or social group anymore.

Dinsmore: Has data and would sit down with a group of people. Student success tracker could be that conversation. Adults in the building are not using the solutions that they developed. Some kids don't even know what the success tracker is.

Hughart: The incentive program is not meant to be cutesy. Over 20 percent chronic absences. We want to boost attendance on Mondays.

Stark: Everyone could make 1 call home about a chronically absent kid.

Hargis: In ELA collab, teachers agree that reading whole books is no longer possible - academic and social skills are lacking.

Dutro: It's 4:01 and we are out of time .

➤ **DECISION:** Revisit conversation re: attendance and student wellness at next IC

	<ul style="list-style-type: none"> ➤ Action Item: Gather input from constituencies and students
Wellness Fair Idea (10 minutes)	<ul style="list-style-type: none"> • Proposed by Kelly Dutro and Jessica Dinsmore • Tabled until next meeting
Recap of decisions and action items (5 minutes)	<ul style="list-style-type: none"> • January PD: <ul style="list-style-type: none"> ○ ➤ DECISION: No AIM (SEL) training . ○ ➤ DECISION: Build Avid team building activities into the training on how to use the Avid website. ○ ➤ DECISION: IEP norms and process review will be a PD session in January. ○ ➤ DECISION: Votes for PD from GRAD partnership on teaching with the developing brain in mind. ○ ➤ DECISION: Safe Zone Training on January 4. • ➤ DECISION: Revisit conversation re: attendance and student wellness at next IC • ➤ Action Item: Gather input from constituencies and students
Items for Next Meeting - 12/7	<ul style="list-style-type: none"> • Wellness Fair • First Week Bell Schedule • Student attendance/skill deficits