

JMS IC Minutes

JMS IC Meeting Minutes
15th, November, 2022, 7:15am
JMS Library

Topic: Planning and creating a solid foundation for the 2022-2023 school year.

Norms:

1. Assume positive intentions
2. Take an inquiry stance
3. Ground statements in evidence
4. Stick to the protocol
5. Start and end on time
6. Be here now

Attendees:

- Chasity Anderson (VI rep), Laurie Boyce (Math Co-Chair 22/23), Samantha Cordova (Science chair), Suzy Dunnum (Secretary), Courtney Elkins (Counseling representative 22/23), Trini Gallegos (Principal), Ashley Griego (EA rep), Aaron Jawson (Elective Co-Chair 22/23), Steven Kaestner (Gifted rep 22/23), Juan Larrañaga (8th-grade parent co-rep), James Laws (6th-grade parent rep), Didi Lazar (ELA chair), Cat Maes (6th grade), Erin Peterson (Vice Principal), Michael Riemen (Social Studies 22/23), Fred Rivera (7th-grade parent rep), Heather Reeves (Cross-Cat Rep22/23), Kate Siders (IC co-chair and timekeeper), Katy Slota (Family Liaison), Monica Vigil (IC Facilitator and Co-Chair), Bo Wade (Union Co-rep 22/23), Sherie Pennebaker

Facilitator:

- Monica Vigil

Notetaker:

- Suzy Dunnum

Timekeeper:

- Kate Siders

MEETING OBJECTIVE:

1. IC will continue to talk about how to better support our Jefferson community and improve instruction for the 2022-2023 school year.

TO PREPARE FOR THIS MEETING, PLEASE:

- Read through this agenda
- Come ready and prepared to discuss and share ideas

Schedule: 45 minutes

TIME	MINUTES	ACTIVITY
7:15-7:16	2 Minutes	Approve Minutes from the last meetings, 11/1/22- <i>Vigil</i>

		Minutes approved Riemen/Griego approved
7:16-7:25	10 Minutes	<p>Clean Jet Cards, Attendance and Honor Roll, Student Recognition - <i>Whole Group</i></p> <ul style="list-style-type: none"> ● Discussing Dates for Clean Jet Cards, Attendance and Honor Roll, Student Recognition ● Vigil - the assembly schedules were sent out dept chairs last night. ● Peterson - They are in a google form & teachers will be able to vote using it. ● Siders - there are 3 options. Recommended when looking at the schedules, focus on the one that affects you. <p>The options are:</p> <ol style="list-style-type: none"> 1) The original proposal 2) Assembly occurs during 7th period. Advisory would be moved to the end of the day and connect to 7th 3) There would be an extended advisory where all 3 assemblies would occur during that time. Classes would be 29 minutes. 1st period would move to the end of the day due to lunches. <p>Motion: Dept chairs to send out to constituencies asking for a vote by Friday. Peterson/Riemen Passed</p> <p>Motion - use majority rule on the vote on the form. Peterson/Cordova</p> <p>Two opposed</p> <ul style="list-style-type: none"> ● Larrañaga - does this mean there is a change to the bylaws? Also, was there parent input on the vote? ● Cordova - parents provided input during the last meeting ● Vigil - you're suggesting majority rules on the form? ● Peterson - we won't be able to reach consensus on a form, so using majority rules means a decision will be made. ● Vigil - Juan, is your concern addressed? ● Larrañaga - yes, for now.

		<ul style="list-style-type: none">● Kaestner - keeping a schedule to see every class as well as the assembly is a big deal.● Gallegos - admin met with the dept chairs and Ms. Siders to come up with the schedules.● Laws - Mr. Kaestner brought up some issues in the email. Will those be discussed?● Gallegos - at the last IC meeting there was the discussion that dept chairs would develop schedule options. The email came after that decision. Our groups focused on what was decided upon at IC. Plus, student council also needs time to plan● Peterson - a concern about a loss of instruction time was brought up. One of the options addresses that loss. We need to get this decided on so the assembly can be planned.● Cordova - we could look at it as 1 class period being lost on 1 day or a modification to all classes. Teacher input will come in through the form.● Wade - the motion was to make this a majority rule, putting the decision back on teachers. If we can't come to a consensus on that, it falls back to admin. Including input from teachers in the form means that we're getting feedback. ● Vigil - in the interest of time, can you live with the proposal.● Larrañaga - it sounds like there was a 4th option presented through emails?● Gallegos - if we delay this decision we won't be able to organize the assembly. We did what was decided upon at the last IC. We need to move forward.● Peterson - what's being presented took a lot of time from multiple people. If we add in a 4th option in the 11th hour it adds to their work. The protocol was established at the last IC meeting so we need to follow that.● Vigil - we had two opposed to the motion.● Larrañaga - the 4th option should be an option. It sounds like an extended advisory?● Vigil - that is option 3● Wade - the 3rd option was developed from information coming in the email.● Larrañaga - I would be OK then
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7:25-7:30	5 Minutes	<p>PTO Minutes and Sharing Those Minutes - <i>Wade</i></p> <ul style="list-style-type: none"> ● To discuss the matter and come up with a plan for sharing records. ● Wade - at one of the last union meetings a discussion popped up concerning PTO minutes to be shared with the idea that the more information we all have the better. Mr. Hedman (a teacher & a parent) offered to take minutes at the PTO meetings. At the 11/3 meeting the following items were discussed: Craft fair/silent auction; other fundraisers - positive banners, Amazon Smile; using Google Meet as a virtual option for IC meetings & PTO meetings; after school student safety (students crossing on Lomas, Girard, etc.); YouTube related distraction issues in classes. ● Larrañaga - parents can also provide information to IC & minutes are posted on the web.
7:30-7:42	12 Minutes	<p>Jet Card: <i>Whole Group</i></p> <ul style="list-style-type: none"> ● Asking departments chairs and representatives to report out feedback they received from their constituents about the Jet Card. ● Cross Cat, Reeves - the Jet Card is a bit cumbersome for small discipline issues. Leaving a voice message should be enough for a contact. There's not enough time to call again & again. Also, feeling like we're

		<p>having to do the work of other teachers if they didn't call as they should.</p> <ul style="list-style-type: none">● ELA, Lazar - I've heard a lot of reactive rather than proactive. In the past, consequences were clear and immediate. Where is the data and what's happening with it? Would like to see the Jet Card committee restarted. There are a lot of hoops to jump through for a lunch detention. In the past lunch detention was immediate. Also checking the Jet Card was daily rather than twice a week● Social Studies, Riemen - Members reported: Jet Card is good but not sure about buy-in; not sure staff knows how to use it but, overall it's ok; would it be possible to have more dialogue about frequent fliers; options for more interventions; responsibility falls on advisory teachers; it's over-complicated with many moving parts, as well as synergy, 16 items on one page=overly complicated.● Math, Boyce - no responses collected yet. As a parent, the Jet Card was never fully rolled out to parents this year. As a teacher, it was quickly rolled out at the beginning of the year. It'd be nice to have that conversation with kids - what's the point, goal, expectation as a student, etc.● Electives, Jawson - send a reminder email about using the Jet Card during advisory & the spreadsheet; Adding consequences in between lunch detention; Maybe restorative? Is waiting for parents to respond creating a delay in consequences? Adding a process for if there are 3 attempts made to contact parents without luck, what happens next? Also, what do we do if the voicemail is full? Personally uses google phone due to it having a time stamp.● Science, Cordova - most staff members are OK with it but Ms. Pennebaker has strong opinions. Similar to what Ms. Reeves mentioned. I've also noticed it when I don't have that student.
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		<p>SSC for lunch detention. Neither of these follow procedure so the students will be sent out of lunch detention.</p> <ul style="list-style-type: none"> Gallegos - would like to see the Jet Card committee start again so it can be discussed, tweaked, etc. <p>This conversation will be tabled and picked up at the next IC meeting.</p> <p>Larrañaga - quick note - there were 7 teachers attending the last pto meeting. Thank you</p>
7:42-7:45	3 Minutes	<u>Next Steps:</u>