

Instructional Council Meeting Minutes

Date _9-26-24__

Time _3:10 - 4:00 PM__

Location _Library__

Facilitator name _Christin Johnson__

Time Keeper name _Cara Heck__

Recorder name _ Lauren Condon__

Members Present

___ Amanda Allred
___ Sheila Barbour
___ Lauren Condon
___ Joyce Comer
___ Teresa Fierro
___ Cara Heck
___ Christin Johnson
___ Linda MacMaster
___ Margita Martinez
___ Deborah Muldawer
___ Jessie Olson
___ Olivia Oyinatumba
___ Crystal Yamazaki
___ Anna Rogge
___ Geoff Smith
___ Wendy Skeets
___ Michelle Vela (on FMLA)

Agenda Topic – Announcements

Olivia has been trying to get walkthroughs done as soon as possible. She is trying to spend time in classrooms but may only have about 5 minutes. We are continuing to receive threats. Students are reporting that someone is going to pull the fire alarm and “shoot” up the school. There are no upcoming fire alarms. If there is a fire alarm drill, do not evacuate. Please wait for an announcement on our next steps. Olivia is aware of social media threat reports, and the students are held accountable for their actions.

The district wants to implement an SES (social-emotional support) program in every middle school. An SES program will start at JMMS. There will be a special education teacher and an EA for students who need a more restrictive environment. Those students in this program will be with the teacher all day except during elective classes. Students must qualify for special education and on an IEP. We have one allocation of special education and 2 EA positions.

We have a part-time dean position available if any staff member is interested. If you are interested, please reach out to Olivia.

Agenda Topic: “Caught being good”

If you have a student who was “caught being good,” please send an email to Mandy or Lillian so it can be put on the Raptor News.

Agenda Topic: Sub Plans

Teachers cover classes during prep, and not all teachers follow the sub plans that have been left. Teachers are getting paid to cover a class and need to actively follow the sub plans. If you need to move to a classroom to cover, then that needs to be done. If sub plans are provided, they must be followed.

All teachers need to turn in their sub plans or have emergency plans for their students. Sub plans should take the entire class period, not only 15 minutes. PowerUp or IXL can be added to sub plans for students if they finish early. Admin will send out an email and request sub plans from each teacher.

Agenda Topic: WalkTober

October is National Walk to School Month. Kick-off date is October 4th. This event is to create awareness around traffic safety for our students. Students will walk a designated route in their neighborhood. Students and staff will receive APS Vision Zero T-shirts and Visibility Ribbons if they participate. There is an option for an assembly for all our students sometime in October to learn about walking safety. If staff agree to this assembly, we propose the assembly to be on October 31st. After the assembly, a group of students will participate in the walk. The entire school would not participate in the walk.

Agenda Topic: High Needs Conferences

Ten students were recommended for high needs conferences. Nine are 8th grade students, and one is 7th grade. There are no high needs requests for 6th grade. Christin has reached out to the advisory teachers to help schedule those appointments. Please get those scheduled by this Friday(tomorrow) so teachers can schedule their own conferences. The sample conference forms are posted in our JMMS Google Drive for you to use if you would like.

Next Meeting: October 17th @ 3:10pm.