

Instructional Council Meeting Minutes

Date _10-17-24__

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)

___ Rachael Koenigsfeld

Agenda Topic – Announcements

Michelle is retiring. The process for selecting a new principal has begun. Please make sure to take the time to fill out the Survey Monkey that will be coming out. If you would like to apply for a spot on the interview committee please either see Christin or Debbie. They have the sign-up sheets. We also need parents to sign-up, so please let any active parents know they can stop by the office to volunteer for a position on the interview committee.

Fall Festival has been moved into the gym. There will be clean-up necessary after so that the gym is clean for the teachers on Monday. The cake-walk will still be in the cafeteria. Food trucks will be outside.

.5 dean has been hired; Gudalupe (Lupita) Mascaranes has moved to our school after teaching at La Cueva.

SES program- This program is coming to JMMS. The room will be either M-9 or M-10. The student we had for the program has moved. So the program has not begun at this time. We did get an extra FTE for this program. Nobody has applied for the teacher or the EA position at this time. The program may be staffed with long term substitute teachers. There is information that Kelly Services can train them. Olivia does not want to move anyone from their current position into that position. She would rather hire. Next year, there are about 6 students whose home school is JMMS, but they are in an SES program at a different school. The district would like those students to attend JMMS next year.

We have three EA positions available.

Agenda Topic: “Emergency Lesson Plans”

ELA has printed plans as a department. Everyone else is turning in emergency plans individually. Please have all the copies ready so your folder can be handed out in case of that emergency.

There were questions about using Lexia or IXL as sub plans. Some are concerned that the subs will not keep the kids on task the entire time.

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.

The assembly will be on October 29th.

Agenda Topic: Superintendent Visit; October 25th

Clear expectations of teachers and classrooms have been established. The Superintendent will be at our school for about 45 minutes. She won't be here for very long, so we aren't sure how long she will be at the school. The band will play as she comes in. Make sure that we have a journalist there too.

Next Meeting: November 14 @ 3:10pm.