

Instructional Council Meeting Minutes

Date 1/23/25

Time 3:10 - 4:00 PM

Location Library

Facilitator name Christin Johnson

Time Keeper name Cara Heck

Recorder name Mandy Allred

Members Present highlighted in yellow

Amanda Allred
Sheila Barbour
Lauren Condon
____ Joyce Comer
Teresa Fierro
____ JD Harding
____ Cara Heck
____ Christine Herrera
____ Christin Johnson
Rachael Koenigsfeld
____ Ashley Keilbarth
____ Linda MacMaster
____ Margita Martinez
____ Lillian Manfredi
Deborah Muldawer
Jessie Olson
____ Olivia Oyinatumba
____ Anna Rogge
Geoff Smith
Jessie White (Parent)
____ Crystal Yamazaki

Agenda Topic – Announcements

- Ashely said that there is nothing new with the SES program. She appreciates that the staff has been more diligent in implementing policies at JMMS. There has already been a huge shift in dress code over the course of the last few weeks.
- Ashley would like to keep pushing through on implementing our rules. Keep an eye out for phones and earbuds in the hallway. They should be confiscated and the items sent to the office.
- The Panorama Survey should be given with a 95% completion rate. We have done this through Advisory. This means that we don't have much time for make-up work. The proposal is that the ELA teachers administer the Survey on March 3rd and there would be make-up time between the 3rd and 10th.
- Expectations for supplies will be sent home to parents in the principal's communication tomorrow. We will remind parents that we have physical supplies available.
- Is there a Google Form where students can ask for supplies without leaving the classroom? The counselors said that would be too cumbersome for them. Ashley said she'd see if there was someone who could possibly help facilitate this.

Agenda Topic: Possible Schedules for Next Year

Please Review with Departments.

Possible bell schedule for next year

- [Proposed schedule created by Cara](#)
- [Eisenhower MS](#) -- 30 minutes daily (Wednesday = Advisory, other 4 days = Enrichment)
- [Ernie Pyle MS](#) -- 46 minutes daily (Wednesday = Advisory, other 4 days = What I Need/WIN)
- [George I Sanchez Collaborative Community K8 School](#) -- 30 minutes daily (Monday = Advisory, other 4 days = Study Skills)
- [Tres Volcanes Collaborative Community K8 School](#) -- 30 minutes daily (Wednesday = Advisory, other 4 days = What I Need/WIN)
- [Harrison Modified Block](#)
They are on a 7 period day and do block on Wednesday and Thursday.
- [Garfield MS](#)

Agenda Topic: IEP Information

- Is there a way to streamline the IEP communication for 2nd semester?
 - Can we ask for SE teachers to work on IEP at a Glances to send them out to the staff.
 - Jessie noticed that when she has so many students on IEP's it is very difficult to pull all the information from each individual IEP.
 - JD said that what is required is for SE teachers to send a notification of accommodations for the students on their caseloads. This would provide the caseload teacher and the accommodations.
 - Cross-cat teachers are doing a lot of work those first few weeks, so please remember how much work it is to read all of them over those weeks.
 - Caseloads change every 40 days due to how SE FTE's are calculated. So, it may be tricky to always have that perfectly updated. However, some options have been discussed.

Agenda Topic: GSA National Day of Silence

- This is a date where some students from the GSA would be silent all day to demonstrate how a lot of students in the LGBTQ+ community feel a lot of the time.
- Jessie will also send an email to the staff discussing this date.
- Students will have shirts they've made in GSA to show that they are participating.
- Rachael let us know that there are other groups who may also have a day of silence. Any groups wishing to participate in a day of silence will need to bring their ideas to Mrs. Keilbarth

Agenda Topic: Paint Night Possibly March 7th

- Crystal would like to work with the parent group to possibly put on a paint night.
- Nolan would like to possibly sell snacks during the paint night.
- It is currently put on the calendar, and needs more information.

Agenda Topic: Domain 1 Clarification Due Date 2/14/25

- Best practice is to upload the lesson plan from the lesson you have evaluated.
- Upload your lesson plan and the Domain 1 form into Canvas by 2/14/25.

- You DO NOT need to email your evaluator.
- [Domain 1 Form](#)

Agenda Topic: Attendance Dress Down Days

- Each month the grade level with best attendance month prior: Feb.7, March 7, April 4, and May 2.
- Any suggestions for other incentives, please let Christin know.

Agenda Topic: Rigor and Alignment Team: DEAR Time Incentive

- Student Incentive team has created a Blookit for “Middle School the Worst Years of My Life.”
- Students will need to have completed and passed the Blookit by the or they will need to have completed a choice board for any other book they’ve read for DEAR TIME. These activities need completed and turned in by ?
- Another option is using Quizziz AI to make a quiz for Flush and Percy Jackson as well
- Who will gather the data from the choice board?
- March 14 (last day of Q3) dress down day for DEAR time incentive.

Agenda Topic: Honor Roll Assembly

- Can we do the assembly during the original assembly schedule?
- There are issues with traffic if we create an assembly schedule for the next honor roll assembly.
- [Proposed NEW Honor Roll Assembly Schedule](#) for April 11 assembly.

Agenda Topic: Calendar

Upcoming calendar days:

February 6 8th graders go to Cibola HS for a field trip 9:30am - 1:15pm

February 7 - 6th grade dress down day

February 11 8th grade field trip - Pope Joy (Treasure Island)

February 14 Valentine’s Dance 3:00 - 4:15 pm

February 28 7th grade field trip - Heart Strings theater company (Outsiders)

February 27 and 28 FCCLA high school culinary contestants visiting Foods Classes

Agenda Topic: Goal Teams

- Staff Satisfaction- Cupid Val-Pal activities coming up; Michelle Vela’s Retirement Party at Craft Republic @ 5pm; Pot Luck around St. Patrick’s Day: AWESOME GROUP
- Advisory- Lessons by Tuesday morning; Monday would be ideal. 8th Grade Advisory is on a different path, but 6th and 7th will continue.
- Parent Group may need more chaperones for the field trip.

Next Meeting: February 13 @ 3:10 PM.