


<p>IC MINUTES</p> 	<p>Date: 01/14/2025 Location: Library</p> <p>Facilitators: Jorge Serrano (Interim IC Chair)/Stephanie Davy (IC Chair Elect) Time Keeper: Meagan Labuhn Recorder: Jess Selbee</p> <p>Members: Stephanie Davy, Meghan Labuhn, Pamela Garcia Arnold, Brenda Ortiz, Yvette Lozoya, Ron Yoder, Laura Aitken, Rema Cook, Michele Torres, Emily Bird-Brown, Kim Sutherland, Leo Ural, Lea Reza (student), Tayjah White (student) Also in Attendance: Jess Selbee, Pat Bova, Rebecca Knowles, Robert Stubbs, Adriana Kerr, Paul Burrow, Santino Hernandez, Tyler Hartom, Kirk Hartom</p>
<p>Instructional Goals 2023-2024 Year</p>	<p><i>Take action in support of curricular and instructional improvement at WMHS.</i></p> <ol style="list-style-type: none"> 1. Acknowledging that our students need help improving their reading, writing, critical thinking, and math abilities, teachers will integrate reading, writing, math, critical thinking, and reading visuals (charts, graphs, etc.) into their curriculum. 2. Improve staff-student relationships: Each student will be connected with an adult on campus who can support them with their academic goals and connect them to resources to support their social, emotional, and material needs. 3. Earlier (better) interventions for failing students including but not limited to: mandatory contracts, conferences scheduled with parents and counselors, mandatory tutoring (during lunch, after school, GradPoint, Saturday school, Early Warning System), remediation techniques for core classes. 4. IC will continue to have a voice and collaborate with advisory 5. IC will continue to advise and work with administration to plan PD that is of best use to our faculty and staff. This next year will include a focus on offering resources on how to teach digital literacy, culturally responsive instruction, and AVID strategies.
<p>IC Norms</p>	<p>Everyone is welcome, as are all ideas and opinions.</p> <ul style="list-style-type: none"> ● We will: <ul style="list-style-type: none"> ○ Start and end on time ○ Ground statements in evidence ○ Assume positive intentions ○ Show respect and consideration to one another ○ Work hard (if we do, we'll fulfill our mission and accomplish our goals) ○ Maximize the time we spend on issues ○ Work as a team towards our goals ○ Leave personal agendas in our offices/classrooms/homes
<p>(Opening/Business 2 Min.)</p>	<p>Approval of Previous Minutes and Agenda Minutes & Agenda approved by consensus w/o changes</p>
<p>M. Torres (20 min.)</p>	<p>Admin. Update</p> <ul style="list-style-type: none"> ● HB171 Going before the APS Board tomorrow night for approval - will give more information as it becomes available. ● Pre-registration Dates Long Advisory - January 27, 2025

<p>J. Serrano S. Davy (15 min.)</p>	<ul style="list-style-type: none"> Level All Platform Access <ul style="list-style-type: none"> Some teachers/students had difficulties accessing this during last advisory. T. Hartom: Difficult each year to figure out what works best Torres: REQUIRED by NMPED to be completed - even this (pilot) year T. Hartom: Next step - Checking with liaison to get more information, but currently appears that the Seniors are the only ones with full access. These MUST go through Advisory - that is not up to us to determine. Students were given log-in info in an email Once they log on, they select "Journeys" - start your X grade journey - Use template - Google Drive/PDF - uploaded from there directly to NMPED and then we get a report of whose has been submitted. Students with IEPs are NOT required to complete this as their next step plan is included as part of their IEP. Davy: Difficult todo things required for graduation through Advisory Student Compact Bird-Brown: Pedelty picked up copies yesterday and this is in process Panorama Training February staff meeting - Attendance (sign in) will be taken at staff meeting WMHS showed lowest percentage of participation (56%) from students, but highest percentage of access to data These will need to be switched to somethin gother that being taken in Advisory in future years to improve participation percentage - too many students do not attend Advisory Knowles: Survey done during announcement time has been reported as being successful at some other school instead of putting it on a content. Grading Periods for next year still unknown <p>Hernandez: Juanita is helping with substitutes, so contact her for assistance with support when out. Also, front office extremely short staffed currently - please be patient and supportive of staff</p> <ul style="list-style-type: none"> IC Protocols Reminder Looking over things from when our Union came - no changes proposed Long advisories for Spring Semester <ul style="list-style-type: none"> Counseling/Pre-registration Labuhn: Counseling would like Jan 27th as a Long Advisory for registration & Seniors to go over graduation stuff - would like to have things to be pre-approved for future years (tentatively last advisory in January each year, but flexible to change as determined by district guidance) - Approved by consensus <p>Bilingual Dept previously requested May 12th be a long advisory day for bilingual seal - approved by consensus</p> <p>T. Hartom: Senior Meeting will be on March 26th w/Cordova - nothing currently set for Seniors during 1/27 long advisory - plan in process for something for Seniors to do during 1/27 since they do not need to do registration.</p> <ul style="list-style-type: none"> Monitoring Student Participation in Extracurricular Activities Conversation started last meeting - students being out frequently for activities Teacher Cadets starting internships - students need to pay attention to what they have going on to manage their work and limit involvement with other things to avoid missing classes when not necessary. Ortiz: Want students involved, but academics need to be prioritized to ensure that their activities are not impeding on their grades. Grade checks for students to participate in things outside of class? Students previously had to get a Mustang Form signed by all their teachers to approve of them to attend a field trip. Should we consider implementing a similar process again for accountability? Similar to athletics - students need to be students first, THEN athlete. Bova: Major will send out an open call for assistance - this needs to be on the academic teacher, not the sponsor teacher - too much to ask of sponsor teachers to oversee
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<p>S. Davy (20 min.)</p>	<p>Communication needs to happen between the teachers and the sponsor teacher. Sponsors need to be somewhat aware of what classes students are being pulled from. Do we want to take back on the field trip process? Discuss with your constituents. Taskforce? Revamp field trip protocol to include teacher permission?</p> <p>Discuss with your constituents: Do we want to return to having a field trip procedure that includes teachers signing off on student participation in field trips (and possibly other activities) that keep them out of class? How should this look? Any ideas?</p> <ul style="list-style-type: none"> • Schedule Changes (Testing, assemblies, etc) <ul style="list-style-type: none"> ◦ C-Days? Feedback from constituents <ul style="list-style-type: none"> ■ SAT (Asynchronous) April 2nd <p>Knowles: April will be a tough month, followed by a bunch of other tough months April 2nd - ONLY Juniors on campus for testing - rest of students a-synch. That week Mon A, Tues & Thurs B, Fri A, Weds testing</p> <ul style="list-style-type: none"> ■ NMSAR (Science Exam) April 8th <p>Week following SAT Testing Day - no release of other students for NMSAR - classes go on as normal except Juniors (& Junior teachers) report to NMSAR testing rooms, Tuesday the 8th could be a C Day with B Day on Monday instead (least changing days typically preferred - must consider CEC classes) Following week - school Monday and Tuesday - P/T Conf Weds & Thurs, Vernal Holiday Friday (14th & 15th? Two C-Days? or A Day & B Day?) Discuss the schedules for these weeks with your constituents. Want to make a decision today so we can get scheduling out ASAP. Email to go out with actual proposal - feedback to be given by next Wednesday - determined by email to avoid another meeting.</p> <p>Another possible wrench to keep in mind when discussing this scheduling - Spring Sports Assembly date still TBD - hopefully to be done after Vernal Holiday Prom - May 3rd</p> - Activities- Elective Fair, Winter Sports, Spring Sports, Academic, 8th grade Night Winter Sports Assembly date change - sent out by Cordova - no longer end of January - now in February. Spring Sports Assembly still TBD Electives Fair - during lunch - Jan. 30 • Tardy Policy no discussion at this time • Cell Phone Policy Discussion no discussion at this time • Bathroom Passes Update <ul style="list-style-type: none"> ◦ Feedback from constituents <p>Teachers not using Synergy passes - not consistent SmartPass was much easier to use Staff need to know how to do the passes before they can show students how to enter them for themselves Yoder: Math Dept also not using the current system Knowles: Not a money issue - District provided (Synergy) system so money can not be used for this purpose. LaBuhn: This system does not work with counseling - because of not having same access in Synergy and being inconvenient to log in just for this purpose. Kerr: Great system last year, makes this process stand out as an issue more Color passes to support security in making sure students are in the area they need to be in - consistently changing bathrooms open is helpful Yoder: Smoke Detectors in the bathroom? Bova: Expense would be greater than the reward Hernandez: Met with Shawn Morris - similar system was not effective Kerr: LaCueva had vape detectors and they have turned off the system because it was not effective.</p>
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	<p>Stubbs: Enforcement needs to be tougher - no real consequences for students vaping District does not back up schools to provide consistent/effective enough discipline</p> <p>IC to come up with Behavior Plans mentioned in information sent out by Union - Is this covered by the student handbook?</p>
Other Discussions	<p>Cook: Science Fair Proposing Science Fair 2/28 or 3/7 on 3:30 - 7:00 pm During the day - all classes can visit projects</p> <p>Davy: Doesn't impact instructional day, so does not need approval of I.C.</p> <p>K. Hartom: suggest checking with Cordova to see about other activities that might have scheduling conflicts.</p>
Agenda Items for next meeting:	<p>Torres: Panorama Survey (Serrano)</p> <p>Knowles: Long Lunch for Spring Steam Fair (Knowles)</p> <p>Stubbs: Participation from staff - referrals to mentoring program (Stubbs) No referrals being made - look through students and refer students who qualify Student failing class - don't worry about overall GPA for now</p>
Date and Time of Next IC Meetings	<p>February 11, 2025 @ 7:30 a.m.</p> <p>-Guidelines for Instructional Councils: https://atfunion.org/answers-docs/</p> <p>-Agenda Item Request Form: https://docs.google.com/document/d/1AG2LYpebDn8fJpJ0nU0aSxeauXpe1-bZKjISZERe9is/edit?usp=sharing</p> <ol style="list-style-type: none"> 1. Please make a copy of the Google Document. 2. Once completed, please email the document to Jorge Serrano.