

Instructional Council Meeting Minutes

Date 11-13-25

Time 3:00 - 4:00 PM

Location Library

Facilitator name Christin Johnson

Time Keeper name Cara Heck

Recorder name Mandy Allred

Members Present

Amanda Allred
Sheila Barbour
Lauren Condon (maternity leave)
Adrianna Deuel (2nd semester)
Teresa Fierro
Cara Heck
Christine Herrera
Christin Johnson
Russ Jones
Rachael Koenigsfeld
Raquel Leland
Jenna Myers
Linda MacMaster
Margita Martinez
Deborah Muldawer
Jessie Olson
Olivia Oyinatumba
Janet Reeder
Anna Rogge
Geoff Smith
Crystal Yamazaki
Parent representative (Marissa Lane)
Trevor Heck (student rep.)
Aditia Joshi (student rep.)

Agenda Topic – Announcements

Student representatives are present today. Thank you for being here!

Announcements:

90 Day plan there are some changes coming. The district is asking for some changes. They won't be major. There will be one more meeting on the 18th and the new information is due by the 19th. There will be changes in desired outcomes and critical actions.
Union issues. If you have an issue please contact the admin.

Giving Tree happening right after we get back from break.

Agenda Topic: Genius Hour

Olivia said that genius hour is going away at semester. She talked to the district supervisor about genius hour. The district will not continue to support genius hour, so we won't have to substitute it with anything. The plan is to go back to the advisory schedule on Wednesdays. If you have any specialty groups that will need to meet during Advisory, please let admin by the end of next week. 11/21/25. 8th grade advisory teachers will have to do Next Step Plans even if you are a specialty teacher. Advisory will continue to be after the third period before A-lunch. (Discussion happened around the time the Advisory lessons are sent out. The goal should be to have Advisory lessons go out on Mondays. Also, there are some lessons on the district website.)

Agenda Topic: PTC

The new schedule for PTC won the IC vote with an 8/10 vote in favor.

It was proposed that we split the date with A-L in the morning and M-Z in the afternoon.
Test scores will be passed out by Advisory teacher.

Related Arts would like to know if there will be tables? Will teachers have laptops, etc?

The students weren't sure if this will be good or not? Aditya is interested in his test scores, so that makes him want to join more.

The parents in the FIT group and some community members have said they think this is a good idea.

Are there enough tables? Chairs?

There is a home game that night. What time do we want teachers to clear out. Cheer is getting there at 4pm and 4:30 for the game.

FERPA? How can we keep these meetings light and not too deep? Also, make sure to keep the conversations quieter. Be professional.

Please make sure that the email to the staff is very detailed.

It was brought up to possibly make a Google Form for the 25th. Christin suggested that we schedule those secondary appointments ahead of time or during the meetings.

Agenda Topic: WEB

19th of November; Web Leaders are going to serve pie to the kids on this day.

There will also be a secret santa on the 17th of December. This will pull some kids the last genius hour of the year.

6th grade advisory: Web leaders will be going over lessons with 6th grade classes.

Agenda Topic:

Nov. 20 Turkey Trek - PE department sponsored event during 5th period (optional for classes to attend) So, you can bring your class down to watch the Turkey Trek to watch. The list of students who signed up will be sent in.

Agenda Topic: Late Work Policy

School wide late work policy. There have been parents who are confused about the late work policy. Can we have something more uniform?

No final decisions will be made today.

APS policy; same number of days to make-up the work as the number of days absent.

Parents are informed of the policy via parent letter. Questions regarding if this is supported by the union. In the past this question has been asked, and the union has said that grading is up to teachers.

Olivia believes that it would be helpful to accept more late-work. She is asking if we could take points or something, but please consider taking late work. She wants to be clear this is not mandated, but it is her opinion.

Teresa brought up the point that there has to be boundaries. She feels that the students need to learn to live up to the expectations. She is asking what happens in the real world when we take the late work? She brings up that she will give a week to get a thing done, and then it doesn't come in that it should not be on the teacher to regrade an old assignment.

Some teachers won't take late work even a single period later. That has been difficult to manage at an administrative level.

Jessie asked what the percentage of teachers aren't taking any late work. Jessie has brought up that we should consider putting this information on the website. Perhaps teachers' information regarding late work should be put on the website so families have more information.

Crystal brought up the different developmental needs of students based on grade and ability levels.

Christine said that they are getting calls once per week. Please talk to your constituents about this ongoing discussion.

Agenda Topic: College Crew Wednesday

1st and 3rd Wednesday of the month, please consider wearing college gear. This would be for both teachers and students. The goal would be to see more college gear.

Agenda Topic: Assembly

Assembly Schedule for future - 3 teachers volunteer to host students in a separate location - if the assembly is too much for some students, they can go to a different location.

4 options for students - Game rm, Quiet rm, Aux gym, or attend assembly

Linda would offer the Quiet Room along with Teresa Fierro- That could be in Mr. MacMaster's room or Mrs. Allred's room, or Mrs. Fierro's room.

Rachael K. would like to offer the library as a game room for students who have sensory

Possibly create a shared list of students who have sensory needs. Teachers should quietly talk to their students who have sensory issues, and add them to the list of locations based on the student choice. This should not be widely advertised.

Agenda Topic: Upcoming Calendar

Nov. 18 - Staff Meeting - ALICE Training (NM-MSSA and Panorama Data review)

Nov. 19 - First College/Crew Wednesday - staff and students wear college gear!

Nov. 19 WEB Students serve pies to 6th graders in Cafeteria 2:30 pm - need some 6th grade teachers to help supervise

Nov. 20 Turkey Trek during 5th period

Nov. 24-25 PTC

Nov. 26-28 Thanksgiving Break

Dec. 1-5 ELA i-Ready testing

Dec. 2 PLCs in A124 debrief Self-efficacy and sense of belonging

Dec. 8-12 Math i-Ready testing

Next meeting – Thursday, December 11, 2025 @ 3:00 pm