

Instructional Council Meeting Minutes

Date 1-8-26

Time 3:10 - 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 (on leave)
 Adrianna Deuel
 Teresa Fierro
 Cara Heck
 Christine Herrera (principal meeting)
 Christin Johnson
 Russ Jones
 Rachael Koenigsfeld
 Raquel Leland
 Linda MacMaster
 Margita Martinez
 Deborah Muldawer
 Jessie Olson
 Olivia Oyinatumba (on leave)
 Janet Reeder
 Anna Rogge
 Geoff Smith
 Crystal Yamazaki
 Parent representative (Marissa Lane)

Agenda Topic – Announcements

Table: Schoolwide late work policy for an IC where the admin is present.

Scheduling is starting. Selections will be put in before Feb. Christine will meet with department chairs for input on the master schedule soon within that same time period.

Questions about teaming and middle schools: it is coming, but we don't know when.

Kids will be pulled to prepare for NAEP testing next week in groups of 25. Christin has several computer updates she needs to make sure work on each kids' computer. Eighth grade teachers need to keep an eye out for the list.

Agenda Topic: Hallways

Hallway, please be ACTIVELY on duty. Usher kids to class before the bell rings if teachers are active during that time more of the kids will be in class on time. We will increase tardy sweeps as well.

Some teachers have said that the students don't seem to care about teachers "ushering" them to class. Mr. Jones feels that the staff are not doing it consistently. He hasn't seen the teachers moving the students along enough.

It was brought up that this should be discussed during a staff meeting. Also, make sure that students are marked tardy in the classroom. This is not consistently happening. There are no consequences for tardies. Mr. Jones said he will fix the issue with tardies as far as an administrative level. Please make sure that the tardy referrals are communicated to teachers.

Schedule building has made it difficult for teachers to be on duty because we are frantically trying to switch from one class to another. There are also issues with inclusion teachers moving around so much that we are rarely able to be on duty consistently.

Wandering kids during class. Hall pass issues. Look at data with hall passes.

Janet suggested just doing one hall at a time. However, maybe don't tell the kids or teachers.

Agenda Topic: Bell Schedule

Wednesday announcements will be added to the second period and no DEAR time on Wednesdays.

[BELL SCHEDULES 2025-2026](#)

Agenda Topic: Semester 1 Honor Roll

Jan 23, 2025

7th 1st period

8th 2nd period

6th 3rd period

The list of students will be sent out as soon as teachers finalize grades.

Agenda Topic: IC Date Update

Change Jan. 22 IC meeting due to AIM VCOP #3 training for several staff

Change to January 21, 2026

Agenda Topic: Calendar Updates

- Performance Dates for Romeo & Juliet for Master Calendar: Thurs 4/30 and Fri 5/1, 6:00pm
- New date for Paint Night: 2/20/26
- Cibola Field Trip 2/3/26

Agenda Topic: Scheduling

It was mentioned that we really need to have a larger conversation around building the master schedule. This year has been really difficult, and we would like to work as a team to ensure we correct some of the issues with this year's schedule.

Agenda Topic: Upcoming Events

January 13 Culture/Climate PLC meetings in A124

January 19 MLK Day - no school

January 20 - Staff meeting McKinney Vento

January 23 - S1 Honor Roll Assemblies

January 26 - NAEP assessment select 8th graders

Next Meeting: