



Jefferson Middle School 2025/26

Jefferson Instructional Council Thursday 1/22 @ 7:00 - 7:50 in the Library			
Norms: <ol style="list-style-type: none"> 1. Assume positive intentions 2. Take an inquiry stance 3. Ground statements in evidence 4. Stick to protocol 5. Start and end on time 6. Be here now 	Attendees: Moses/ Shelton (Electives) Monika Unwin (ELA) Greg Hyzy (Math) Suzy Dunnun (Science) Monica Vigil (Social Studies) Christine Ibarra (Head Spec Ed) Ashley Griego (EA Rep) Meghan Armstrong (parent) Casey Mason (parent) Tania Hopkins (parent)	Trini Gallegos (Principal) Patricia Goke (Assistant Principal) <i>Vacancy</i> (Support Staff) J. Ploss (6th grade) Ryan Dukart (7th grade) Elizabeth Jansen (8th grade) Heather Reeves (Union) Facilitator: Mark Hedman (IC Chair) Notetaker: J. Ploss (Secretary) Timekeeper: Kate Siders (IC Vice-Chair)	
Quorum requires the following attendees: 7 members, 4 teachers, 1 admin, and 1 parent			
Meeting Objective: To share updates about various initiatives and discuss potential outcomes.			
To prepare for this meeting, please: Read the agenda and minutes from the previous IC meeting.			
Consensus: Consensus to approve 12/11/25 Minutes			
Take Back to Departments:			
Time:	Minutes:	Who:	Content
7:00 - 7:02	2 Minutes	Hedman	Approve minutes from the last meeting. Consensus to approve
7:02 - 7:05	3 Minutes	Gallegos	Update on position vacancies. No changes We have a part-time custodian position open
7:05 - 7:15	10 Minutes	Reeves	Acknowledge results from Union regarding Advisory. We met the threshold of 75%, so Reeves needs to get the waiver from the union and

			figure out the wording required, and then submit it.
7:15 - 7:20	5 Minutes	Gallegos	<p>Culture of Care Invitation. Secondary and Elementary schools received this, to consider participating in PD for “Culture of Care” via our Professional Learning Cohort. If we choose to do so, we will send a group of 5, including Gallegos, to a 4-day PD (March 16-17 and April 20-21). If we do participate, I need to confirm by January 29th. It is first-come, first-serve.</p> <p>Brian and Ashley both attended this training (not sure if it was the 4-day) if we are looking for feedback. It was for anyone dealing with student discipline, focusing on restorative practices. They said they thought it was helpful.</p> <p>Question: How is this different from the SEL stuff?</p> <p>Answer: Unsure. It reminds me of the CPI stuff we did, but I’m not sure.</p> <p>Feedback: April 21 is a testing day. There is a lot going on.</p>
7:20 - 7:30	10 Minutes	Gallegos	<p>6/7 Period schedule update including possible impacts of teaming schedule. We are going to the leadership lunch PAC today to talk about this. We aren’t sure, based on the teaming model, whether a 6- or 7-period day will work best. We will hash it out more today before we bring it to IC.</p> <p>We do already have 49 6th graders with an approved transfer for next year, on top of the 130 that feed here. The norm has been 100 6th graders that get approved transfers, so we are looking at high numbers again. I’m worried about the FTEs. We keep getting new students even now—some are transfers, and some are moving into district. The transfer process for next year is different, and there is not a wait before we are notified of their approval. We can request FTE support, but the issue is that it’s hard to get applicants to fill them, for example with our open gifted</p>

			<p>positions. Upper leadership APS has a goal to keep students in APS schools.</p> <p>Question: We will need to make this decision before the next IC meeting?</p> <p>Answer: It's still in the planning phase, so we will send out information after today.</p> <p>Comment: I think the bigger impact is the scheduling and planning needs when you don't know how many students are going to end up coming in during the year.</p> <p>Comment: Speaking of keeping kids at JMS, there is a school choice fair—could we attend that? We did it before to show off electives offered here.</p> <p>Response: Mrs. Gallegos has gone a few times, but lately there are so many transfers coming in that it hasn't been a priority to recruit more. Our capacity is 900 students. We have 2 open portables and the small testing room upstairs. Around 700 seems to be a good number for us.</p>
7:30 - 7:40	10 Minutes	Hedman	<p>Continued Cookie Mile/ Health Fair discussion including any messaging/ verbiage from PTO</p> <p>Nothing new, or no known update on verbiage they would like us to use to support participation/attendance.</p> <p>Munro said that he would like to find out from staff if an advisory competition would be supported—the winning advisory would get a reward. Durant and Chavez said they'd provide something to incentivize students. Students really enjoy “winning” things and competitions.</p> <p>Question: What do they mean by “compete”?</p> <p>And how do we know who participated?</p> <p>Response: It would be based on participation. At the elementary school, it was based on dollars raised, but I think it would be better to be based on participation. The kids could sign in when they are there and name their advisory teacher to track this.</p> <p>Megan Armstrong is willing to take on the coordination of that, collecting sign-ins at the event.</p>

<p>7:40 - 7:45</p>	<p>5 Minutes</p>	<p>Hedman</p>	<p>Continue cell phone policy discussion. Can we add headphones into the agenda/policy? Can we band them completely on campus? Response: They are “electronics”. We can start adding into the announcements that they aren’t allowed. They are starting to try to sneak them more often lately, both connected to phones and Chromebooks. Chromebook GoGuardian bypass attempts/options are increasing. Is there a school policy about students who attempt to bypass GoGuardian? We can use scenes, but we keep getting updated methods to bypass, and we can’t always limit tabs or only allow certain websites. There are some reports of students watching things on computers even out loud in front of other students without intervention. It’s hard for students to know what the standard is at school (allowing music or watching for regulation or free time...) for both families and students. I think the cell phone policy or whatever policy works best if the majority follows and buys in (the majority of families do buy in I think). Response: I think this has improved significantly in the last few years, with much more consistency among staff. We do also notice that it’s the same kids repeatedly who are getting earbuds/phones taken. Maybe we should have the same policy where family has to pick them up after a certain number of confiscations. Response (GoGuardian bypass): Is that a Jet Card signing or a bypass to an immediate referral? If it goes in the agenda, it should follow the steps. Comments: For repeated disruptive behaviors, if they keep doing the same thing every day, that becomes a referral as “general disruptive defiance”, so you don’t keep doing the Jet Card—you move to a referral. Comments: Is destroying their computer (pulling things off, etc) a referral? → Yes.</p>
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			Comment about safety at JMS: the perception of some families is that JMS is a safe space, including for bullying. NOTE: Comments made on Jet Card template for reference.
7:45 - 7:50	5 Minutes	Hedman	Next Steps: Advisory update after union waiver Phone Policy Discussion Update on 7 vs 6 period day