

Instructional Council Meeting

Date and Time: 8/24/26 from 2:30pm-3:45pm

Location: Angela's room, B109

<i>Voting:</i> Gr PreK/K/1: Victoria Chan Gr 2/3: Jordyn Ortiz Gr 4/5: Elizabeth Knight Gr 6-8: MD Lobato Gr K-8 Sped: Christine Torres K-8 Specials/Electives: Nikolai Rasinski Union: Aubry Ruple Community Impact Coordinator: Willa Correia Kuehn Educational Assistant: TBD Parent: TBD	<i>Also Present:</i> Principal: Felicia Mondragon _ Not present 8/24 Assistant Principal: Aimee Sewell Guest staff members: Betty Gore (Teaching and Learning Coach), Briauna Sierra (Structured Literacy Coach) OUTGOING: Chairperson: Amy Ford Co-Chairperson: Angela Boltman
--	--

Agenda Item	Issue	Actions
<i>check-ins</i>	temperature check? fist of 5	3s and 4s
<i>HQIM</i> (Briauna)	High Quality Instructional Materials (HQIM)	State purchases of HQIM: -should align K-8 literacy goals -will purchase any curriculum for Tier1, 2 and 3 -"open"/ can purchase FunHub and other supplemental stuff -can purchase Foundations K-5 -Step Up to Writing: only writing, pretty sure it's approved by PED already (it's gradebanded, K-2, 3-5, 6-8 so need to adjust it for the needs of our students) -Another option, instead of Step Up to Writing= Great Minds/ Wit and Wisdom - aligned K-8, has an arts integration piece embedded within. It's aligned to Foundations and Wilson. ELA portion and writing portion. -Which of the two has the better writing program? What does each come with? Briauna will look into it -PED said they'd pay for layer 2. Bridge the Gap (gr2-5), Fun and Focus (grK-3), Wilson Just Words (gr4,5) If ordered by state, teachers need to use it. -Briauna would support training, and look for district resources to possibly support us in this area. PED will likely not pay for the training. -We love Wilson products.

		Free Resource for Phonics Instruction: West Virginia Phonics
<i>voting/ IC protocols and norms</i>	Voting feedback for IC positions Voting protocols/ norms: updated for SY26-27	Gr PreK/K/1: Victoria Chan Gr 2/3: Jordyn Ortiz Gr 4/5: Elizabeth Knight Gr 6-8: MD Lobato Gr K-8 Sped: Christine Torres K-8 Specials/Electives: Nikolai Rasinski Union: Aubry Ruple Community Impact Coordinator: Willa Correia Kuehn Educational Assistant: TBD Parent: TBD Looking into middle school, chairpersons and expectations for IC involvement: Aimee Looking for an EA to join IC: Aimee to email EA email list Looking for parent to join IC: Willa will look into it <i>Non-Voting:</i> Chairperson: Betty Gore Co-Chairperson: Aimee Sewell Going forward, all IC discussions are limited to MLSS, attendance and 90 Day only. For other matters, where do staff get them resolved? Are we doing PLCs and/or goal teams as part of the once a month scheduled collaboration? Aimee will reach out to Principal for answers.
<i>Peer Mediation Sponsor</i>	Each elementary and K–8 school will identify one Schedule-A staff member to serve a one-year term as the Peer Mediation Sponsor. If more than one staff member is interested, your Instructional Council will determine the selection process consistent with the collaborative practices outlined in the APS/ATF Negotiated Agreement. DUE: 8/31 The Peer Mediation Sponsor will: ● Serve as the school's point person for peer mediation. ● Participate in district training and ongoing collaboration. ● Support implementation of the Peer Mediation Toolkit at the school site.	Maybe Aubry Ruple, Reading Interventionist (she's interested)? Maybe someone on the Restorative Justice team? Maybe Willa, Community Schools Impact Coordinator? Angela will create a Google Form and email it out staff tomorrow. Responses due by end of day Thursday. Add blurb 'why you are a good fit for this role'. Will get volunteers and then IC will vote.

	● Help build student leadership and restorative conflict resolution practices. Compensation: ● One Peer Mediation Sponsor per elementary/K–8 school. ● \$2,000 annual differential. ● Training, resources, and implementation support will be provided by APS and ATF.	
Literacy Champion (Briauna)	School needs to select a Literacy Champion for Amira. Required. \$1500 stipend.	<u>DESCRIPTION OF LITERACY CHAMPION ROLE</u> Literacy Champions As mentioned in the Assessment 2026–2027 SY memo, the Literacy Champion initiative will start in the 2026–2027 SY. Each elementary school site will designate one Literacy Champion to serve as the sitebased lead for supporting effective literacy data analysis. The Champion may be a school-site administrator, instructional coach, reading interventionist, or teacher. The Literacy Champion will support teachers in analyzing literacy assessment and tutoring data to inform instruction, monitor student progress, and strengthen literacy outcomes. This individual will collaborate with school leadership teams to review implementation and usage data, support progress-monitoring efforts, and help ensure students have equitable access to the required assessment and tutoring components. The Literacy Champion will also support Read-At-Home Plan implementation by participating in the PED’s Read-At-Home Plan training aligned to SB37 and uploading required student data by the established Read-At-Home Plan deadlines. The Literacy Champion will participate in state-supported professional learning opportunities and serve as a liaison between the school and the Literacy and Humanities Bureau to support successful implementation and continuous improvement. Each elementary school will identify its Literacy Champion by completing the Literacy Champion Designation Form. The designated Literacy Champion will dedicate approximately 25–30 hours throughout the school year to fulfill the responsibilities and assurances associated with this role and will receive a stipend of \$1,500.00 as compensation for their efforts. Additional guidance regarding roles, responsibilities, participation requirements, Read-At-Home Plan expectations, and stipend

		eligibility will be provided by the Literacy and Humanities Bureau. Angela will create a Google Form and email it out staff tomorrow. Responses due by end of day Thursday. Add blurb 'why you are a good fit for this role'.
<i>Questions</i>	-Is there an update for mid school hires? High numbers of students and of sped with no EA. Many days with no help. -Will 3rd and 4th grade get another teacher due to high numbers and unclear EA/ sped schedules?	Several applicants for the MS Sci/SS opening. Admin is working on the hiring process. No emails from the district about another teacher allocation for grades 3 and 4. Admin requested to hire gifted teacher but no one yet. This position might be gr5-8 gifted, rather than gr6-8 gifted. This also might open up opportunities for support for ELA and/or SS.