

Instructional Council Meeting Minutes

Date 9/10/26

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
Isabella Alves
Sheila Barbour
Roxy Fetty
Cara Heck
Christine Herrera
Christin Johnson
Raquel Leland
Linda MacMaster
Jessie Olson
Olivia Oyinatumba
Geoff Smith
Anna Rogge
Parent representative

Agenda Topic – Announcements

The IC agenda is now a landscape format to better include topics as either a discussion item or an approval item. Approval items are decisions that must be made at the meeting. All members of IC are voting members. If a member is absent we need to contact them in order to get their votes in.

Differentials are out and Olivia will be working on them tomorrow. Olivia will be discussing the differentials with the individuals who will receive them.

The social studies department worked with administration to solve the issue of the .5 vacant position. We have a long term sub in the math department.

Rodent infestation issue: Some parents with children with asthma have complained about the rodent issue. This issue has been brought up to APS central office. They claimed that a crew came out, but there has been no evidence of the crew coming to the school. Olivia has brought this up to the APS central office as well. There have been several complaints of bugs as well as the rodents. Work orders have been put in, and Roxy has shared this information with the union. ***If staff continue to see pests, they should continue to put in work orders after each identified incident.*** This helps the administration prove to the district that this is an important issue at JMMS.

Agenda Topic: 90 Day Plan One Pager

90 Day Plan One Pager Fall 2026 (1).pdf

The 90 day plan is required at each APS school. The site team meets at the 30, 60, and 90 day intervals. Logan

Whitney is our school's district representative from the district office. He attends the meetings to help build goals and create verbiage for our plan.

Please look at the PDF posted in the Admin Google Classroom to see our school's goals. There is currently a reading deficit at our school. Therefore, all teachers need to focus on addressing reading comprehension. Additionally, math is an area of needed growth. Again, all teachers need to support math, particularly in the area of algebraic thinking.

MOY (Middle of Year) 2025-2026 data indicates 35% proficiency in reading and 22% in math. Our school goal is to increase the MOY % Proficiency in both math and reading by 10% points in 2026-2027.

All departments are giving common formative assessments. Social studies gives a short cycle assessment each nine-weeks and science gives theirs three times per year. The departments work to create up to date assessments that are standards aligned. The data is not reported for the 90-Day plan, but is used for each department.

ELA teachers will collaborate, report, and analyze CFA results to inform future instruction. The extended audio/Read Write really helped students complete the assessments in a more timely manner. Please encourage students to use UDL tools.

As a new district initiative this year, math teachers are implementing high-dosage tutoring during class time. This is a 1:4 ratio; 90 minutes per week based on 2026 NMMSSA identified students. We have approximately 130 students identified. The department is working with Christin to make sure that all of the tutoring is happening with fidelity.

One of the critical actions identified in the Fall 90-day plan is walkthroughs.

90 Day Plan walk-throughs are NON-EVALUATIVE.

Some teachers would like the feedback from these walk-throughs. The administration is open to coming up with a check list or some type of quick feedback just to inform teachers, this is NON-EVALUATIVE. It is very difficult for the administrators to get to everyone. The district has told principals that all teachers are able to conduct these walkthroughs as they are NON-EVALUATIVE.

Therefore, teachers will be asked to volunteer their time during their prep period to do a walk-through in 2 to 3 classrooms once/month starting mid September. Each walkthrough should only take 15 minutes. If you are interested in helping with this critical action, please contact administration.

The walk-through form asks for teacher actions as well as student actions. The walk-through form will be shared with teachers who volunteer to assist with this critical action in the 90 day plan.

Roxy asked about the BOY PD on close reading strategies. Unfortunately, the time crunch did not allow for the training. However, the one-pager was composed in the spring. There are strategies listed in the admin Google Classroom to assist teachers. Christin is also willing to provide PD on a **voluntary basis** during prep periods or possibly lunch. Staff meetings are pretty filled up until November, so any professional development will need to happen voluntarily.

Agenda Topic: Community Engagement Goal Team

The Community Engagement team doesn't have meeting times planned. They also only have one paint night planned for the future. According to the negotiated agreement, it seems unreasonable to expect teachers on this team to attend after school events when those events can't be paid for.

The proposal from administration is to dissolve this team and ask teachers to join a different team. The administration would take on the responsibilities of this team.

Mandy asked if the team has been reached out to regarding this action item. Christin said she has reached out to the leader and there has been a lack of response regarding the meeting dates/ times and specific ongoing Community Engagement activities throughout the school year.

8/9 members voted in favor of dissolving the team, only the EA representative was not asked due to emergency absence.

Agenda Topic: VIVE 18

<https://vive18.com/about/>

The leader/counselor who runs this program would like to have a one hour assembly for the entire 8th grade. This is not the same presentation as those happening in science and health classes. If we decide to bring this group into the school, there would not need to be an assembly schedule as long as the IC works to select a period to hold the assembly for all of the 8th grade.

It is not clear the big picture for this group. It is assumed that they will work with the Crossroads team.

Cara brings up the question, will one hour of time make a difference for all of our students. Mandy brought up that Michelle Medved has reached out to the Raptor News to create some ongoing support for our students.

Vote: In favor 7/9

The administration will select the date and it will come forward ASAP.

Agenda Topic: Diversity Day

Social studies had issues with the verbiage that their department will pull together map activities. There may be some money for helping with compensation, but the social studies department felt that the original proposal put too much emphasis on that department specifically.

The proposal was updated to indicate that there is money for 4-5 teachers to coordinate the diversity day.

This would be a two hour event at the end of the day with an assembly schedule.

Do parents need a volunteer background check to come to an event such as this?

Agenda Topic: Questions

- Jessie Olson asked: Can we please get our bell schedule fixed to be more accurate? It seems to be off by 1 minute each period.
 - Nobody from the district can fix them. The person who did the bell schedule changes in the past has retired. Christine will reach out to the district to see if they can be fixed or if we need to be trained to fix this at the school level.
- Jessie Olson asked: When kids miss ISS, do they make it up when they get back?
 - Some parents choose to keep their kids home as OSS instead of ISS. In this case they will not make up the ISS, the OSS will count.
- Jessie Olson asked: What items can be discussed in department meetings?
 - Administration can request that department chairs cover specific items at these meetings because they are part of the 2 hours every 20 days (in the negotiated agreement).

- It was suggested by Administration that the Related Arts department discuss ways that they could help support the 90-day plan goals related to reading comprehension and algebraic thinking for their next meeting.

Agenda Topic:

Next Meeting: We need to figure out a long assembly day where 8th graders can do Next Step Plans.
We will also have IC training by the district/union at the next meeting.

Next Meeting Date: 9-24-26 @ 3:10 pm in Library