



Instructional Council Meeting Agenda/Minutes

Date _10-7-26_ Middle School Redesign Information_

Time _3:10 - 4:00 PM_

Location Library

Facilitator name _Christin Johnson_

Time Keeper name _Cara Heck_

Recorder name _Mandy Allred_ & Christin Johnson

Meeting Agenda Planner

Purpose of the Meeting: _Instructional Council Meeting

Date: 10-7-26

Facilitator – Christin Johnson

Note Taker – Mandy Allred

Time Keeper - Cara Heck

Starting Time: 3:10 pm

Ending Time: 4:00 pm

Location: Library

Expected Outcomes/Objectives: Review and discuss all agenda items listed below.

Instructional Council Mission Statement:

We, the Instructional Council and leadership team of James Monroe Middle School, will *collaborate* and contribute to the group discussion in order to focus on school improvement, *share input* from teams, and *initiate reform/change* based on the objective of increasing the development of the whole child.

Instructional Council Norms:

- Attend meetings regularly
- One person speaks at a time (raise your hand if you want to contribute)
- Be receptive to/responsible for communication with constituents
- Be willing to commit to the collaborative process
- Keep to the times listed in the agenda for each topic (or trade out times with another topic and table for the next meeting)

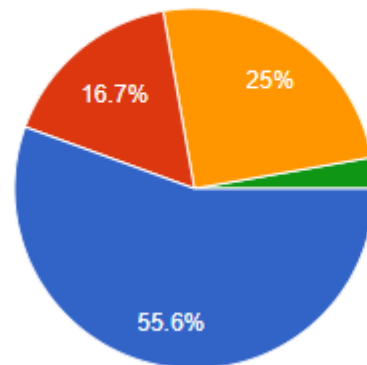
	<u>Announcements</u>			Olivia/Christine	5 min.
	<u>Items</u>	<u>Guiding Questions for the decision to be made (Indicate if this a <u>discussion topic</u> or an <u>approval item</u>?)</u>	<u>Data needed to support the decision</u>	<u>Owner+Report back</u>	<u>TIME REQUIRED</u>
Item 1	<u>Discipline matrix</u> - clarifications	<u>Discussion item</u>	<u>JMMS Discipline Matrix &</u>	Monica	3 min.

		Table until next meeting - take	Resources -		
Item 2	<i>Diversity Day and Talent Show</i>	<u>Approval item</u>	Diversity Day Proposal	Olivia	2 min.
Item 3	<i>Visibility during passing periods - affecting students late to class and losing instruction</i>	<u>Discussion item</u>	Tardy sweep data	Jessie	3 min.
Item 4	<i>90-day plan reflection data</i>	<u>Discussion item</u>	30-day reflection summary Fall 2026 30-day Reflection Summary ELA Fall 2026 30-day Reflection Summary MATH	Christin	10 min.
Item 5	<i>MS Redesign</i>	<u>Approval item</u>	Middle School Redesign Vote 36 total votes: 21 Yes 6 Yes with questions 9 No	Olivia	15 min.

Please select a choice below.

36 responses

 Copy chart



- Yes, I would like James Monroe Middle School to be considered for the next district cohort for Middle School Redesign
- Yes, I would like James Monroe to be considered, but I have a few questions
- No, I do not want James Monroe to be a part of the Middle School Redesign
- Yes, I would like James Monroe to be considered to be a part of the next district cohort for Middle School Redesign



Next Meeting: November 12, 2026

Minutes from meeting

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

Non-members present:
Teresa Fierro

Agenda Topic – Announcements

We needed to meet today instead of next week to cover some important action items. This is our last meeting until 11-12-26.

Agenda Topic – Discipline matrix

- Third period prep teachers have said there is a huge onus on the staff to communicate with families prior to any communication regarding behavior to the office. There are issues that this is each teacher/each contact/so it becomes problematic when the number of contacts adds up.
 - **ACTION**- please talk to your groups about specific issues on the matrix.
- This will be tabled until the next meeting.
 - **ACTION**- Attendance team needs to look at total number of tardies across classes vs. each individual class.
- A question has been raised regarding logging contacts with individual students. Should we use contracts, Google form, contact log?



Agenda Topic – Diversity Day and Talent Show

- A Diversity Goal team has been created. It is led by Monica Molina.
 - Some staff members have signed up for this team.
- A diversity day will be created in the spring by the goal team.
- There is information regarding this team in the Google Classroom.
- The proposal for Diversity Day Proposal has been updated to reflect the goal team.

Agenda Topic – Visibility during passing periods

- A tardy sweep happened today after the second period.
- The plan is to continue these.
 - The main time that needs to be addressed is before and after lunch.
- The goal is to have a tardy sweep one per week.

Agenda Topic – 90-day plan reflection data

- iReady Data: *See the summaries linked above in the agenda.*
- Math teachers are providing high dosage tutoring 90 minutes per week for identified students. Data is being collected and will guide instruction.
- Some increases and some decreases on iReady. Please look at the summaries for more specifics.
- Focus on specific strategies and skills.
- PLC time can address: What do our students need and what are WE going to do differently in our instruction to address it?
- Use of “explain/expand” is very difficult for a lot of students. RACE- most kids can restate, answer, and cite, but explain and expand is very difficult.
- Math's biggest area of need is algebraic thinking: identify patterns and relationships; explain how problems are solved; compare different strategies; use representations/models; engage in productive struggle.
- Math is still a big push at the district level.
 - Anna has said that the teachers with larger classes are having a very hard time doing the high-dosage tutoring due to behaviors happening while trying to tutor.

Agenda Topic – MS Redesign

- The core content department chairs and admin team visited Hoover yesterday. They saw a lot of good things happening. The demographics at Hoover are different.
- JMMS would like to start very purposeful and small. We are not at a point to start school-wide. We do not want to force our teachers who are a hard no. That is asking for failure right from the beginning.



- The application for Cohort 3 is about to go in. There are many questions that must be answered to even apply. So, nothing discussed is set in stone.
 - The admin would like to focus on the questions of staff members. There are a lot of questions regarding how things work logistically. There may or may not be answers at this point. The focus is on students. The goal is to make JMMS a better place for students.
 - NO DECISIONS are being made at this time.
- There are several questions:
 - How will teams be built? By grade? By department? (There is no answer to this question at this time.)
 - Will there be training?
 - How do we keep track of attendance?
 - How will students be teamed?
 - Lots of questions around implementation
 - Questions were asked around the 5/7 schedule and the extra “prep” time. How will people who aren’t teaming be held accountable during that extra prep time?
 - Some departments: SS in particular is a hard no if they don’t get to prep by department.
 - They don’t want to say yes to something if it is up in the air.
 - Right now the administration doesn’t have the answer to the question of how teams will be built.
 - Social Studies was also very concerned about larger class sizes in SS, Science, and Electives.
 - Those things will need to be considered as things begin to shake out. Olivia has said that all planning won’t even begin until the ASU people come along to help.
 - **Teaming will not be happening for people who do not want to do it at this point.** (This means things will not be changing for those people’s day to day beyond the updated schedule and collaboration time.)
 - This will not be an admin decision; but it will be developed by the IC and only teachers who are interested in teaming will be teamed.
 - **ACTION ITEM:** Roxy and Geoff will be contacting the union regarding the expectations of “collaboration time” when utilizing a 5/7 schedule; especially for teachers who are not “teamed.”

