

Instructional Council Meeting

Meeting Date:	April 8, 2026
Start Time:	3:05 PM
End Time:	4:00 PM
Location:	KMS library
Chair:	Joseph Freeman
Note Taker:	Garcia
Time Keeper:	
Attendance:	
IC Representatives 2025-2026	6th grade; Bianca Garcia 7th grade; Jenna James 8th grade: Kimber Duvall IC Chair: Joseph Freeman SS: Bianca Garcia ELA: Jenna James Math: Kim Orr Sci: Jon Stauss Elec: Ashley Beraun SPED: Wendy Sigala Union: Joseph Freeman Community School Coordinator: Alec Velasquez Parent: Kimber Duvall EA: Roni Sandoval AVID: Kim Orr TLC: Kathleen Buehler

Time		Action Item	Notes	Consensus Made
3:05		Google Form - issues and concerns (Freeman);	!! Names need to be included on this form to ensure this is from a current staff member. You can ask to remain anonymous with the individual who will share this information. 1. School culture, communication and respect 2. Administrative support and retaliation 3. Student aides 4. E-hall passes and paper passes Freeman will address summary notes with administration asking for these issues and concerns to be addressed during the next staff meeting.	Names need to be included in IC concern form. Only one with access is Joe...
3:10		2026-2027 Schedule report out ... -Advisory looping -WIN -Bell schedule -Student aides	a. Advisory looping b. WIN c. Bell Schedule	a. Best practices are to loop advisory. We will continue loop. b. No WIN since we vote YAY to 5 for 7 c. Keep current bell schedule
		5 for 7 schedule, report out	All cores are Yay for 5 for 7 schedule Elective dept- concern about elective class sizes. Especially PE What about IGS?	Final decision: YAY
3:35		6th and 7th EOY field trips	6th- 26th of May 7th- 27th of May Party in the park	Agreed

3:40		Next Step Plans, Due May 1, 2026	-corrective action school consequences -long advisory to complete forms? How can we get these done? We are currently at 1.7%- 60 students for us After testing next two weeks, 8th graders work on it as much as possible. Possibly another long advisory April 24th?	Yay- long advisory 24th, structured makeup work time for 6th and 7th graders, 8th graders finish Level All
3:50		3/9/29 testing and behavior assembly	8th grade 5th 7th grade during 6th 6th during WIN Passport idea- breakfast, tried, here on time, set up for success. If kids get all check marks and teacher initial, put them into raffle for prizes We will be handing out contracts and permission slips for 6th and 7th during these assemblies	

Team Leads will discuss the following at next weeks grade level meeting: WIN, AVID, looping, and the 5 for 7

The next IC meeting will be May 6, 2026. There is a Google Form in the KMS docs where IC issues and concerns can be posted and discussed during this meeting if possible.

APS Fundraising Manual:

https://drive.google.com/file/d/1a6UpOGO_2hj7fDNITkXNHuEFAYqXQSIq/view?usp=drive_link
Action Plan for Department/Grade Level

Next Steps

1. 8th grade EOY
2. EOY activities, fieldtrips, long advisory, talent show
 - a. Field trip chaperones should be earned, and rotate with other staff, prefer staff that doesn't need a sub. We have staff taking multiple days off for personal reasons, then in the same week go to a PD. Who is teaching the classroom, and that is why the students are out of control? It is because the same staff does this monthly. It is hard on us EAs to cover a class, We are lucky to get lunch, and most often no Prep. (EA concern emailed on March 18, 2026)

3. Long advisory, May 15, 2026
4. Department Chair elections
5. IC Chair election
6. ChromeBooks
7. 90 day plan
8. EOY classroom procedures
9. IC retreat
10. Google form
 - a. 4/27 ... We need to discuss ow the extra discretionary funds will be used and equally divided next school year.
 - b. 4/30 ... We need to talk about the 5-7 schedule. I think departments should set up a schedule so that way the time is used wisely.
 - c. 4/30 ... We need to see the accounts for AVID. We had six thousand and now don't? What was the money used on?
 - d. 5/4 ... We need to have a department meeting instead of a staff meeting to vote for new department heads. We also need to have a grade level meeting to finalize plans for trips. We should not have a staff meeting at all this month.