

# Victor Central School District

## MINUTES

### District Council

Wednesday May 10, 2017

Board Room

3:45 pm

#### Roles:

Facilitator: Carrie Goodell

Time Keeper: Allison Murphy

Council

Organizer: Jen Martusewicz

Minutes: Mary Banaszak

Refreshments: Choon Kim

**Members:** Shawn Baldwin, Mary Banaszak, Jamie Bittlingmaier, Kevin Caggiano, Melissa Goho, Carrie Goodell, Choon Kim, Lauren Kim, Amy Lazaro, Jen Martusewicz, Allison Murphy, Roni Puglisi, Cindy Riley, Staci Thibodeau, ~~Melissa VanRennselaer~~

### Minutes

#	Topic/Subject	Person Responsible		
<b>Opening</b>				
1	Welcome	Mary	1 min	
2	Approve minutes of 4/12/17	Mary	3 min	Motion Made: Cindy Riley Seconded by: Kevin Caggiano
3	Review agenda	Mary	1 min	
<b>Guest Presentation</b>				
				None
<b>Old Business</b>				
4	Update: Request to have DC develop a summary page for SDM teams – Define new goal	Cindy		<ul style="list-style-type: none"> <li>• Cindy shared info regarding current process for SDM team membership and application.</li> <li>• Some confusion noted regarding deadline for submitting your interest-two registration times</li> <li>• Roni to reach out to Cindy and Stephanie to determine the best way for District Council to provide support to the work that is already being done. Possible goal area for next year?</li> <li>• Allow council members to look at and provide feedback on current application. If they have specific feedback about missing info or points for clarification-email Roni by next week. If time allows, will add it to next agenda.</li> <li>• May want to give PIE, VOICE, etc. a chance to review as well.</li> </ul>
<b>New Business</b>				

5	Begin to develop SDM Training – incorporating feedback from 2016 training and feedback from SDM teams	Carrie		<ul style="list-style-type: none"> <li>Reviewed SDM Training slides</li> <li>Possible “teach piece” topics: confidentiality, Facilitation</li> <li>Suggestions-highlighting the history-where SDM originated from, and adding a link to the organizational structure slide so members could review it online, and incorporate highlights from it to include all stakeholders.</li> <li>Provide food!!</li> <li>Slides to Stay: <ul style="list-style-type: none"> <li>Introductions-get to know a little about each other (ie. picture from phone that is important).</li> <li>Structure, Council Highlights</li> </ul> </li> <li>Slides to Go: <ul style="list-style-type: none"> <li>Feedback to District Council (redundant)</li> <li>Move the Concensus-Teach Piece to parent meeting before training (as staff may already be familiar with this).</li> </ul> </li> <li>Terms reviewed: Jamie-yes, Jen-on leave, Melissa-yes, Choon-yes, Cindy-yes, Allison-questions re: return of previous member, Kevin-yes, Staci-yes, Shawn-yes, Amy-yes, Mary-yes</li> <li>Roni sent an invite to all building principals to present what they accomplished and we will use that info for the training slides “SDM highlights”.</li> <li></li> </ul>
6	Term Renewal	Carrie		<ul style="list-style-type: none"> <li>Terms reviewed: Jamie-yes, Jen-on leave, Melissa-yes, Choon-yes, Cindy-yes, Allison-questions re: return of previous member, Kevin-yes, Staci-yes, Shawn-yes, Amy-yes, Mary-yes</li> </ul>
Closing				
7	Review assigned tasks	Minute Taker	2 min	<ul style="list-style-type: none"> <li>Roni to finalize the SDM date.</li> <li>Roni to reach out to Cindy and Stephanie regarding SDM-possible goal for 17-18.</li> <li>Carrie-Check in with Melissa V. to ask her to check with Brian Gee regarding presenting JH Building Council’s work next meeting</li> <li>Roni-At K-12 Admin meetings, review which groups have pulled a CSEA Representative into the SDM Councils. (Review SDM rules)</li> <li>Carrie- email each building rep to find out if principal is presenting or if the rep is presenting. Request a summary of bullet points to be shared: Melissa-ECS, Allison-Primary, Jamie-Int, JH-Melissa?, SH-Yvonne will give Carrie her info to present</li> </ul>
8	Set agenda and roles for next mtg.	Facilitator	2 min	Facilitator: Roni Puglisi Minutes: Carrie Goodell

				Timekeeper: Shawn Baldwin Refreshments: Cindy Riley Council Organizer:
9	Parking Lot Attendant	Facilitator	2 min	1. Task for after meeting – forward version of CoC to buildings for agenda integration 2. 3.
10	Roundtable	All	4 min	

Future Meeting Dates: List the dates of all meetings left to occur  
June 14<sup>th</sup>