

# Victor Central School District

## MINUTES

### District Council

Wednesday April 12, 2017

Board Room

3:45 pm

#### Roles:

Facilitator: Roni Puglisi

Minutes: Carrie Goodell

Time Keeper: Mary Banaszak

Refreshments: Jamie Bittlingmaier

Council

Organizer:

Melissa VanRensselaer

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

### Minutes

#	Topic/Subject	Person Responsible		
<b>Opening</b>				
1	Welcome	Roni	1 min	
2	Approve minutes of 2/8/17	Roni	3 min	Motion Made: Cindy Riley Seconded by: Mary Banaszak
3	Review agenda	Roni	1 min	Item added by C. Goodell & C. Riley
<b>Guest Presentation</b>				
4	Capital Improvement Project Update	Chris Marshall	15 Min	<u>ECS</u> <ul style="list-style-type: none"> <li>Additional parking added, classroom additions, nurse office expansion, vertical expansion</li> </ul> <u>VPS</u> <ul style="list-style-type: none"> <li>Flooring and ceiling replacements (hallways, heating, hot water system, roof repairs)</li> </ul> <u>VIS</u> <ul style="list-style-type: none"> <li>Gymnasium replacement (4 teaching stations)</li> <li>Music room, curbs/sidewalk repair, roof repair</li> </ul> <u>JH</u> <ul style="list-style-type: none"> <li>Library renovation/expansion, new classrooms</li> </ul> <u>SH</u> <ul style="list-style-type: none"> <li>Nurse expansion, roof repair, tennis court addition</li> </ul> <p>Work will begin in summer of 2018</p>

5	Safety Presentation	Nate Bowerman	15 Min	<ul style="list-style-type: none"> <li>• Introductions and review of changes to full-time SRO position</li> <li>• In process of reviewing current safety plan with building/district representatives</li> <li>• Summary of current plan provided (with exception of confidential components)</li> <li>• Review of state requirements for safety drills</li> <li>• Questions around protocol, door locking, fire drills</li> <li>• Questions for safety committee to review with staff: <u>During lockout:</u> <ul style="list-style-type: none"> <li>➤ Should windows be covered and when?</li> <li>➤ Should students be grouped together or spread throughout the classroom?</li> </ul> </li> </ul>
Old Business				
New Business				
6	Discuss needs per building for SDM training	Building Representatives	10 Min	<ul style="list-style-type: none"> <li>• ECS – appreciated work time, handout from each council work was appreciated</li> <li>• VPS – No recommendations</li> <li>• VIS – No recommendations</li> <li>• VJHS – Confidentiality reminders, allowing time for conversation around difficult topics, facilitation training so that multiple people can assume that role comfortably</li> <li>• VSHS – No recommendations</li> </ul> <p><i>*Parent groups will add confidentiality component into their pre-training before SDM training</i></p>
7	June Building Council Presentations	All	5 Min	<ul style="list-style-type: none"> <li>• Roni will reach out to building principals to remind them of meeting date. If principal is unable to attend, a building designee will be identified to report.</li> </ul>
8	SDM Participation Promotion	Carrie & Cindy	5 Min	<ul style="list-style-type: none"> <li>• Reaching out to Stephanie (parent group) to see if she would like to District Council to work on a summary document for shared decision making councils.</li> </ul>
Closing				
9	Review assigned tasks	Minute Taker	2 min	<ul style="list-style-type: none"> <li>• Roni – Send invites to building principals for building council updates in June. If principal cannot attend, a designee will be sent in their place</li> <li>• Cindy – check in with Stephanie to see if she would be interested in District Council having a goal next year of developing a summary page for SDM teams on campus</li> <li>• Roni – seek clarification about SDM training on district calendar</li> </ul>

10	Set agenda and roles for next mtg.	Facilitator	2 min	Provide update on SDM goal for next year Develop SDM training-incorporating feedback and request Facilitator: Carrie Goodell Minutes: Mary Banaszak Timekeeper: Allison Murphy Refreshments: Choon Kim Council Organizer: Jen Martusewicz
11	Parking Lot Attendant	Facilitator	2 min	1. Task for after meeting – forward version of CoC to buildings for agenda integration 2. 3.
12	Roundtable	All	4 min	

Future Meeting Dates: List the dates of all meetings left to occur  
May 10<sup>th</sup>, June 14<sup>th</sup>