

## VIS Building Council MINUTES

Date: October 17, 2016  
VIS Room 164  
Time: 7:45 AM

**Roles:**

Facilitator: Michelle Maloney  
Time Keeper: Rachel Lowe

Minutes: Gisela Armbruster  
Refreshments: Kim Bavis

**Members:** Gisela Armbruster, Kim Bavis, Lauren Forget, Patty Hall, Rachel Lowe, Michele Maloney, Necia Marchetti, Carol Prescott, Lisa Shaw, Kevin Swartz  
Strike out those committee members who are absent from the meeting.

		Minutes
#	Topic/Subject	
<b>Opening</b>		
1	Welcome	
2	Approve minutes of 9/13/16	Minutes approved
3	Review Agenda	Counseling guidance lessons, Title 1 Parent/School Compact, Current VCS HW
<b>Guest Presentation</b>		
4	Gina Sanzotta (6 <sup>th</sup> Grade Counselor) and Dave Roderick (4 <sup>th</sup> Grade Counselor) <ul style="list-style-type: none"> <li>• 2 additional school counselors with year</li> <li>• Proactive and preventative</li> <li>• Monthly team teacher meetings with counselor assigned to that grade level- collaborate and create a connection</li> <li>• Pushing into classrooms for guidance lessons- 3 lessons throughout the school year, 1 per trimester. 30-40 minute lessons- topics are character education lessons. Gathered input from teachers to determine specific lesson topics. Topics identified include bullying prevention, conflict resolution, and growth mindset/perseverance. Each grade will have lessons on all three topics, but with individual lessons differentiated for the age/needs of each grade. Focus for all lessons includes “What does it mean to cope?” and “VIS Respects Motto.”</li> </ul>	

	<ul style="list-style-type: none"> <li>• Plan to survey students in each class to get feedback about student views of the role of the counselors. Plan is to have counselors more visible to students- trying to combat a potentially negative stigma regarding visiting the counselors.</li> <li>• Colleague Consultation process is a little different this year. Meetings will be with teams, with counselors facilitating. Tiered approach- first counselors meet with teacher, next team meeting including special education and/or AIS providers, then goal setting and monitoring for 6-8 weeks. Next step would be referral to RtI team to determine need for a referral to CSE.</li> </ul>
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**Old Business**

5	NA	
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**New Business**

6	Title 1 Parent/School Compact	<ul style="list-style-type: none"> <li>• Title 1 Audit last year. Federal grant that provides funding.</li> <li>• None of our Shared Decision Making teams have had a Title 1 Compact.</li> <li>• For VIS, the Title 1 Compact will parallel the VIS Academic Goals, including PLC work at grade levels, monitoring student engagement, school wide RtI during WIN (What I Need), and consistent units of study and assessments in ELA and math.</li> <li>• A parent meeting will be held annually during which the compact will be discussed. This may be linked to Parent Nights beginning next year.</li> <li>• VIS will provide parents with trimester progress reports and two parent/teacher conferences. Parents will also have opportunities to volunteer. Teachers will respond to parent communications within 24 hours.</li> <li>• Compact also includes parent responsibilities, such as monitoring attendance, supporting and monitoring students with independent practice at home, monitoring screen time, volunteering in classrooms, attending conferences, promoting positive use of extra-curricular time, staying informed and communicating with the school through the use of the agenda</li> <li>• Student responsibilities include completing independent work, seeking help when needed, regularly engaging in reading outside of school, giving their best effort, sharing notices and the school agenda with parents/guardians.</li> <li>• Kevin will make changes to the draft and send it back to our Building Council</li> </ul>
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	VCS HW	<ul style="list-style-type: none"> <li>• District BOE Homework Policy was shared. VIS homework policy must align with district policy.</li> </ul>
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		<ul style="list-style-type: none"> <li>• At our next meeting Kevin will share the work related to this topic that Penn Yan Elementary completed last year.</li> <li>• Concerns were shared about students who may not have structures at home to complete homework. Other concerns were noted about preparing students for Junior High and High School homework demands.</li> <li>• Kevin shared research from John Hattie regarding homework. In terms of student learning, there is no a connection with homework.</li> <li>• Kevin will ask BLT teachers to gather information from teachers regarding how homework is being assigned/used.</li> <li>• We can then develop our expectations for HW at VIS.</li> </ul>
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**Closing**

7	Review Assigned Tasks	Minute Taker	2 min	<ul style="list-style-type: none"> <li>• Kevin will make changes to the Title 1 Compact draft and send it back to our Building Council</li> <li>• Kevin will ask BLT teachers to gather information from teachers regarding how homework is being assigned/used.</li> </ul>
8	Set Agenda & Rolls For Next Mtg.	Facilitator	2 min	Facilitator: Lisa Shaw Refreshments: Rachel Lowe Time Keeper: Kim Bavis Minutes: Lauren Forget
9	Parking Lot Attendant	Facilitator	2 min	1. 2. 3.
10	Round Table	All	4 min	

**Future Meeting Dates: List the dates of all meetings left to occur**

All Meetings begin at 7:45am in Intermediate Room 164

- 11/21
- 12/12
- 1/23
- 2/27

3/20  
4/24  
5/22  
6/19