

MINUTES

VIS Building Council

Date: November 13, 2017

Identify Conference Room or Location of Meeting: Room 164

Time: 7:45 AM

Roles:

Facilitator: TBD
Time Keeper: TBD

Minutes: TBD
Refreshments: TBD

Members: Lisa Shaw, Colleen Burrell, Rachel Lowe, Gisela Armbruster, Kim Bavis, Lauren Forget, Ann Hitchcock, Gayle Reh, Sarah Farney, Michele Maloney, Kevin Swartz

		Minutes
#	Topic/Subject	
Opening		
1	Welcome	
2	Approve minutes of 00/00/00	<ul style="list-style-type: none">• Website Google Doc will be re-shared for those who were not able to see it• Minutes from October meeting are approved
3	Review Agenda	
Guest Presentation		
4	<ul style="list-style-type: none">• From Maggie/Supporting Literacy through Parent Communication:<ul style="list-style-type: none">-Interaction with parents are typically individual and at the request of the parent/homeroom teacher-Catalog is online for all to access-Lists are typically sent home with report cards with suggested authors and books-If we provide our parents with a list of great books, it has to be clearly stated that it is not a requirement-Open to doing whatever would be helpful	
Old Business		

5		<ul style="list-style-type: none"> • Parent and Council input regarding Literacy: <ul style="list-style-type: none"> -Principal’s newsletter is very helpful for finding most information for the building -Option of a quiz to help students identify which genres/authors/books and series would best suit their interests? -Love the idea of a gift list for the Holidays -Lists for conferences would be helpful -Keeping the lists updated once a year? -Updating during publishing cycles? (twice a year—Fall and Spring) -Multiple lists may help with clarifying that the lists are not mandated, but are meant to be helpful with finding books • Great opportunities to see lists of resources and books: <ul style="list-style-type: none"> -parent orientation, parent/teacher conferences, community read night • Ideas for what will be included on the document: <ul style="list-style-type: none"> -Picture of the book with title -Author -Link to a summary of the book -Genres -Pages -15 to 20 titles per lists • Subcommittee for creating document: <ul style="list-style-type: none"> -an email will be sent to last year’s subcommittee sharing information and inviting participation <p>- Members from building council: Gisela, Lauren, Lisa, Rachel, Ann, Maggie</p>
		<p>VIS Website Review:</p> <ul style="list-style-type: none"> • Looking at Google Doc—continue to update with ideas for new website. We are soliciting feedback from all teachers as well. • Identifying what can be kept but revised, what can be added, what can be changed (see GoogleDoc for specifics) • Document will be shared with Dave Henderson
New Business		
6		<ul style="list-style-type: none"> • Lancaster principal will be joining us next meeting • Lancaster principal will be within the building to learn more about our schedule (their district is similar to Victor in terms of number of students). This will provide our council with 30 minutes to learn about

		their program as well as Lancaster is similar in size and also a 4-6 elementary school.		
		<ul style="list-style-type: none"> • Question: possibility for a social media hub to post pictures/information from events? -maintenance concerns -will discuss the feedback that the Primary building has gained -council input: may reach more parents than if we just use the website and newsletter 		
		Beautification/Mural Work: <ul style="list-style-type: none"> • 3 more murals are being worked on within the building • Stairwells are being looked at/worked on by art classes and teachers 		
Closing				
7	Review Assigned Tasks	Minute Taker	2 min	
8	Set Agenda & Rolls For Next Mtg.	Facilitator	2 min	<ul style="list-style-type: none"> • December 11th meeting: <ul style="list-style-type: none"> -Facilitator = Colleen -Time keeper = Gisela -Minutes = Lauren -Refreshments = Kevin
9	Parking Lot Attendant	Facilitator	2 min	<ol style="list-style-type: none"> 1. 2. 3.
10	Round Table	All	4 min	

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