

MINUTES

VIS Building Council

Date: 12-11-17

Identify Conference Room or Location of Meeting: 164

Time: 7:45 AM

Roles:

Facilitator: Colleen

Minutes: Lauren/Rachel

Time Keeper: Gisela

Refreshments: Kevin

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

		Minutes		
#	Topic/Subject	Person Responsible (if not all)	Time Allotted	
Opening			5 min	
1	Welcome	Facilitator	1 min	
2	Approve minutes of 11-13-17	Facilitator	3 min	<ul style="list-style-type: none">• Approved
3	Review Agenda	Facilitator	1 min	
Guest Presentation			0 min	
4	Lancaster Administrator (s) Visit to gain feedback around VIS schedule, programs, structure, etc.	All	45 minutes 8:15-9:00	<ul style="list-style-type: none">• Could not attend due to weather• Will reschedule in January• Kevin sent a Google Doc of information about our building

Old Business			0 min	
5	Book List Document for Parents Update	Kevin	5	<ul style="list-style-type: none"> ● Want to get a meeting scheduled soon for Literacy Committee with Maggie <ul style="list-style-type: none"> ○ List of books/genres/authors ○ Teachers' Favorite Books ○ Door Displays ○ Kevin: will follow up with Maggie this week to set up a meeting ○ Discussion about if we want a list for each grade level or just a general list - Discussed the power of choice and interest in a topic
6	VIS Building Budget Overview	Kevin	10	<ul style="list-style-type: none"> ● NYS requires principals to give our BC a general overview of the building budget to open up questions <ul style="list-style-type: none"> ○ \$96,000 last year ○ Mike Vistocco suggested to propose 2 budgets this year <ul style="list-style-type: none"> ■ 1 flat (no changes) ■ 1 separate budget ~\$5,000 (about \$5 per student) <ul style="list-style-type: none"> ● portion back to teachers ~\$25/class ● boost library budget ● ~\$1,000 mural work ■ Extra to keep on hand as needed throughout the year ■ No additional questions from council regarding VIS budget. ● Separate discussion on technology budget <ul style="list-style-type: none"> ○ Questions/discussion about 1:1 ○ Suggestion for a computer cart per teacher partnership

				<ul style="list-style-type: none"> ○ Or 5-6 chromebooks per classroom <ul style="list-style-type: none"> ■ Michele will send out a survey to gather feedback from teachers ● Want to share NYS sample questions to parents in BC
	Progress Reports	Michele	5	<ul style="list-style-type: none"> ● Revisit the idea of electronically send home progress reports ● Possibility: We could ask parents if they would prefer electronic copy -or- hard copy <ul style="list-style-type: none"> ○ electronic = save as a PDF and email out ○ hard copy would go home with students 2 days before scheduled conference ● Possibility: have 3-4 teachers trial this? Gain feedback at March conferences? ● Continue this conversation with K-6 Administrators
New Business			0 min	
6	Family Literacy Night	Michele	5	<ul style="list-style-type: none"> ● Hopes to facilitate a literacy night in the spring (Katie Raby) ● Sub-committee from Building Council to help organize ● Looking to put a date on the calendar ● Continue this conversation next month (January meeting) ● Lisa will bring list of Literacy Committee Members who would like to work on sub-committees <ul style="list-style-type: none"> ○ Invite Katie to next meeting
Closing			10 min	
7	Review Assigned	Minute	2 min	<ul style="list-style-type: none"> ● Kevin will follow up with Maggie

	Tasks	Taker		<p>regarding book list</p> <ul style="list-style-type: none"> ● Michele will send out survey regarding technology ● Lisa will bring a list regarding Literacy Sub-committee Members ● Michele will invite Katie Raby to the next meeting to discuss Literacy Night
8	Set Agenda & Rolls For Next Mtg.	Facilitator	2 min	<ul style="list-style-type: none"> ● Continue conversation regarding technology and Chromebooks in the classroom ● Spend time looking at VIS Literacy Night ● Roles: <ul style="list-style-type: none"> ○ Facilitator: Rachel Lowe ○ Minutes: Lauren Forget ○ Time Keeper: Kim Bavis ○ Refreshments: Michele Maloney