

**Victor Central School District Committee Meeting**  
*Victor Senior High School Building Council Approved Meeting Minutes*

Date and Time: November 16, 2017

Location: Library Nook

**Roles:**

Facilitator: Dave Porter  
 Time Keeper: Chris Stock

Minute Taker: Joan Randall  
 Refreshments: Kiersten Kunick

**Members:** Yvonne O'Shea (Administrator), ~~Payton Elliott (Student)~~, Kiersten Kunick (Parent), Penny Martin (CSEA Rep), ~~William Pippin (Student)~~, Dave Porter (Teacher), Joan Randall (Minutes), ~~Vivian Richelsen (Teacher)~~, Angélica Sanzotta (Teacher), ~~Carrie Stewart (Student)~~, Pat Stewart (Parent), Chris Stock (Teacher), Kristina Sykes (Teacher), ~~Kathy Woodworth (Parent)~~

		<b>Minutes</b>
#	Topic/Subject	
<b>Opening</b>		
1	Welcome	Dave Porter called the meeting to order.
2	Approve minutes of 11/16/17 meeting	Chris Stock made a motion to approve the minutes of the 10/19/17 meeting. Kristina Sykes seconded the motion. Motion carried.
3	Review Agenda	
<b>Guests</b>		
4	Grade 10	Grade 10 class advisors Tim Caughlin and Erica Waples spoke of planning a social event for the sophomore class. In last year's school wide survey this class had the lowest positive feedback scores. Council discussed possible ideas for a February event including weeklong afterschool events with a capstone event on the last day.
<b>Old Business</b>		
5	Class Rank	Yvonne O'Shea shared with the group the final results of the class rank survey that Mary Banaszak, Director of Guidance sent to various colleges/universities. There was a 83% response rate to the survey. If the Council agrees that class rank should be eliminated at Victor Senior High School, a recommendation will be presented to curriculum council and the superintendent. The group would like to survey other area high schools

		who do not use class rank to see with how they deal with scholarships (e.g. STEM) that require class rank.		
6	Student Human Library	Council discussed ideas on how to adapt "The Human Library" for our student population. It was suggested that the program be open to students during lunches and follow a format similar to "Live at the Library". An idea is to invite Victor graduates to present.		
<b>New Business</b>				
7	Budget Process Review	Yvonne O'Shea gave a Powerpoint presentation on how the high school budget is made annually. The process lasts from November through June. Potential budgets are presented to Department Chairpersons and Club/Activity advisors based on numbers from last year. After input is received back from them, recommendations from Yvonne are sent back to Mike Vistocco, Director of Finance. Next year, Victor Central School District will spend \$ 110 per pupil with a building budget of \$ 152,570 (plus an additional \$5000 for graduation). The monies are used between academic departments, administration, library, and co-curriculars. Projected needs for next year include: more technology, classroom desks/chairs, professional development, and addressing larger class sizes.		
<b>Closing</b>				
7	Review Assigned Tasks	Minute Taker	2 min	Roles: Facilitator: Pat Stewart Minute Taker: Joan Randall Time Keeper: Dave Porter Snacks: Angélica Sanzotta
8	Set Agenda & Roles For Next Meeting	Facilitator	2 min	1. Update on Grade 10 event 2. Update on Class Rank from area high schools. 3. Update on Student Human Library
9	Parking Lot Attendant	Facilitator	2 min	
10	Round Table	All	4 min	

*Future meetings: 3:00pm-4:30pm, Library Nook  
Thursday, December 1<sup>4</sup><sup>th</sup>  
Thursday, January 1<sup>8</sup><sup>th</sup>  
Tuesday, February 1<sup>3</sup><sup>th</sup>  
Thursday, March 1<sup>5</sup><sup>th</sup>  
Thursday, April 1<sup>2</sup><sup>th</sup>  
Thursday, May 1<sup>7</sup><sup>th</sup>*