

## Victor Central School District Committee Meeting

*Victor Senior High School Building Council Approved Meeting Minutes*

**Date and Time: February 16, 2017**

**Location: HS Library Nook**

**Roles:**

Facilitator: Angélica Sanzotta

Minute Taker: Joan Randall

Time Keeper: Joan Randall

Refreshments: Dave Porter

**Members:** LeeAnne Birkemeier (Teacher), ~~Colleen Collier (Teacher)~~, ~~Karli Fosco (Student)~~, ~~Kiersten Kunick (Parent)~~, Yvonne O'Shea (Administrator), William Pippin (Student), Dave Porter (Teacher), Joan Randall (Minutes), Angélica Sanzotta (Teacher), ~~Carrie Stewart (Student)~~, Pat Stewart (Parent), Danyelle Westbrook (Teacher), Kathy Woodworth (Parent)

#	Topic/Subject	Person Responsible (if not all)	Time Allotted	Purpose/ Proposed Action				
				For Info	Work Session	Make Recommendation	Assign Task	Make a Decision
<b>Opening</b>		5 minutes						
1	Welcome/Call to Order	Angélica Sanzotta called the meeting to order.						
2	Approve minutes of prior meeting dated: 1/18/17	LeeAnne Birkemeier made a motion to approve the minutes from the 1/18/17 meeting. Pat Stewart seconded it. Motion carried.						
3	Review Agenda	Angélica Sanzotta reviewed the agenda.						
<b>Guest(s) (if any)</b>								
4	Guests	Introductions by Yvonne O'Shea: Grace Morgan, New Student Building Council Rep Penny Martin, New CSEA Building Council Rep						
<b>Old Business</b>		20 minutes						
1	Senior Trip Contract	Yvonne O'Shea had the group review the Senior Trip Contract draft for final revisions. She then shared the Powerpoint that administrators will present to current 10 <sup>th</sup> graders (during ELA classes) and 11 <sup>th</sup> graders (during U.S. History classes) on disciplinary ineligibility and academic requirements in order to participate in the Senior Class trip. Administrators will also be explaining the academic options available to students in regards to the different types of diplomas and graduation regalia.						
2	Class Speaker Expectations	Yvonne O'Shea had the group review the Graduation Class Speaker Requirements draft for final revisions. The document mirrors the same expectations for students attending the NYC trip.						
<b>New Business</b>		30 minutes						
1	Budget Process	Yvonne O'Shea shared with the group the process that is used to develop and spend the Senior High Building Budget. It is a year-long process beginning in the fall. Yvonne seeks input from all departments and advisors. In December, a proposed budget is shared with department leaders for review and further input. Yvonne then submits a proposed allocation of the budget for the following categories: curriculum,						

		supervision, teaching, administration of instruction and co-curricular in early January to Mike Vistocco, the district Business Administrator. After approval by voters in May, the budget is used starting July 1 <sup>st</sup> . The proposed budget for the 2018-19 school year is \$113 per pupil, an increase of 5% from last year for a total of \$156,030.
2	AP Boot Camp	Yvonne O'Shea shared information with the group on AP Boot Camps. The group discussed ideas developing the concept for use at Victor High School during summers. Yvonne will share the same information with the Building Leadership Team.
<b>Closing</b>		<b>10 minutes</b>
1	Review Assigned Tasks	<p>Agenda for next meeting:</p> <ul style="list-style-type: none"> <li>- Possible changes to annual Open House</li> <li>- Mindfulness</li> <li>- Update on student meetings</li> </ul> <p>Person(s) Responsible for the 3/15 Meeting:</p> <p>Roles: Facilitator: Colleen Collier      Minute Taker: Joan Randall  Time Keeper: Kathy Woodworth      Snacks: Penny Martin</p>

*Future meetings: 3:00pm-4:30pm, Library Nook  
Wednesday, March 15th  
Thursday, April 27th  
Wednesday, May 17th*