

Victor Primary School

VPS Building Council Minutes

October 5, 2017

Primary Conference Room 101

7:45 a.m.

Facilitator: Jen Check

Notetaker: Jen Check

Members: Kristin Abbott, Leah Besaw, Merry Braithwaite, Wendy Chiasson, Josh Doyle, Matt Mulvaney, Julia Reeder, Chris Space, Colleen Saar

Guests: Leah Kedley

Minutes

#	Topic/Subject			
Opening				
1	Welcome	Facilitator	1 min	
2	Approve minutes	Facilitator	3 min	
3	Review agenda	Facilitator	1 min	
Guest Presentation			0 min	None
4				
Old Business			2 min	<ul style="list-style-type: none"> ● Begin and end meetings on time. ● Maintain confidentiality when prudent. This will be stated in the conversation. ● Be prepared. ● Be respectful of others while listening with an open mind. ● Active participation for everyone is encouraged. ● Ensure all members state their position and/or opinion in the decision making process. ● Promote constructive, solution-focused discussions. ● Employ responsible, positive communication with constituents by actively seeking their opinions and input when appropriate. ● Recognize members represent a constituency within the school community.
New Business			15 min	
5	Policy Review			Members reviewed policy 9140.1, Staff Complaints and Grievances.

6	Value Statement Review			Members reviewed a draft of the VCS Academic and Social, Emotional, and Physical Well-Being Value Statements. Recommendations were made for further revision.
7	Goal Development			Members reviewed goal suggestions created by the building council last school year and added new ideas, including: <ul style="list-style-type: none"> ● Enrichment Opportunities ● Technology/Keyboarding ● Classroom Connections/Inclusion ● Indoor/Outdoor Play Options ● Fostering Multiculturalism ● Second Language Opportunities ● Colleague Consultation - streamline the process to alleviate the paperwork burden ● Homework ● ELA Connections - ways to get children excited about reading ● Volunteers - quick guides for ELA and math support ● Therapy Dogs ● Parent Connection - ways to increase communication and partnership
8	Invitee Positions Identified, If Needed			Based on our work and current configuration, invitee positions were identified as: <ul style="list-style-type: none"> ● Teacher Aide An invitation will go out in the staff communication this week.
9	Meeting Dates Reviewed			Our next meeting will be Thursday, October 19th from 3:30 - 4:45 in Room 101.
Closing				5 min
10	Review assigned tasks	Minute Taker	1 min	
11	Set agenda and roles for next mtg.	Facilitator	2 min	Review Minutes Goal Development Plan to Work on Goals Additional Invitee Positions Identified, If Needed
12	Parking Lot Attendant	Facilitator	2 min	
13	Roundtable	All	4 min	

Next Meeting Dates:

Thursday, October 19, 2017: 3:30 - 4:45 p.m. in Room 101

Wednesday, November 8, 2017: 3:30 - 4:45 a.m. in Room 101

Thursday, December 14, 2017: 7:45 - 9:00 a.m. in Room 101

Thursday, January 11, 2018: 7:45 - 9:00 a.m. in Room 101

Thursday, January 25, 2018: 3:30 - 4:45 p.m. in Room 101

Tuesday, February 13, 2018: P3:30 - 4:45 p.m. in Room 101

Thursday, March 8, 2018: 7:45 - 9:00 a.m. in Room 101

Tuesday, March 27, 2018: 3:30 - 4:45 p.m. in Room 101

Thursday, April 19, 2018: 7:45 - 9:00 a.m. in Room 101

Thursday, May 10, 2018: 3:30 - 4:45 p.m. in Room 101

Thursday, May 31, 2018: 7:45 - 9:00 a.m. in Room 101