

# Victor Primary School

## VPS Building Council Minutes

January 11, 2018

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, Kelly Gelinis, Matt Mulvaney, Julia Reeder, Chris Space, Colleen Saar

**Guests:** Leah Kedley

### Minutes

#	Topic/Subject			
<b>Opening</b>				
1	Welcome	Facilitator		
2	Approve minutes	Facilitator		Members approved the minutes from December 14, 2017.
3	Review agenda	Facilitator		
<b>Guest Presentation</b>				None
4				
<b>Old Business</b>				
5	Subcommittee Updates			<p>The "Enhancing Play Spaces" Subcommittee will meet for the first time on Friday, January 12, 2018.</p> <p>The "Technology and Keyboarding at VPS" Subcommittee met on Thursday, January 4th. At the meeting, the history of technology and keyboarding at VPS was discussed, as well as the focus on keyboarding instruction given the shift to computer based testing. Michele Linse, library media specialist, shared what she learned through an initial search for research, which was very little has actually been studied about best practices related to keyboarding instruction. For the next meeting, members are reading guidelines from the New York State Education Department and collecting information about keyboarding instruction from local school districts to bring back for review.</p> <p>Building Council members shared perspectives regarding technology integration and keyboarding, including:</p> <ul style="list-style-type: none"> <li>Many children have access to smart phones at home, but many may not have access at home to Chromebooks, laptops, or printers.</li> </ul>

				<ul style="list-style-type: none"> <li>Members agree children learn typing by integrating it into what they are already doing.</li> <li>The NYS Assessments are one little part of what we do as a school.</li> <li>We recognize the need for increased technology to allow for more technology integration.</li> <li>There needs to be a balance between technology and other instructional areas.</li> <li>How do we ensure equitable opportunity to technology for all children?</li> <li>Consider comparing assessment results from this school year to previous school years to see if there is any correlation to scores and socioeconomic status.</li> </ul>
<b>New Business</b>				
6	Goal Work: Enhancing Parent Connections			<p>The goal for this work was reviewed: <i>VPS Building Council will review current methods of home/school connections currently in place, survey staff and parents to better understand areas of strength and need, make recommendations, and outline a plan to incorporate any shifts and/or enhancements.</i></p> <p>Conversation regarding this goal area included:</p> <ul style="list-style-type: none"> <li>Members agreed to keep communication and connection areas together instead of exploring one or the other.</li> <li>Connection opportunities initiated by classroom teachers are typically well attended.</li> <li>From a parent perspective, it is difficult for parents to connect with other parents given the size of the school and typical 2-year time frame children are in the building. What could be done to increase this sense of parent/parent connection?</li> </ul> <p>To gain further information from a teacher perspective about parent communication/connections, building council teacher representatives will survey their colleagues at an upcoming grade level meeting, asking about how they communicate with parents, what they use, if they would be willing to help other colleagues use tools they are using, what is working, what they struggle with, and what ideas they have.</p>
6	Meeting Dates Reviewed			Our next meeting will be Thursday, January 25th from 3:30 - 4:45 p.m. in Room 101.
7				
<b>Closing</b>				
8	Review assigned tasks	Minute Taker		
9	Set agenda and roles for next mtg.	Facilitator		Review Minutes

				<p>Subcommittee Updates</p> <p>Goal Work:</p> <ul style="list-style-type: none"> <li>● Parent Connection</li> <li>● Enrichment Opportunities</li> </ul>
10	Parking Lot Attendant	Facilitator		<p>One of the ways all information is shared is through the Principal's E-News, which distributes a monthly newsletter as well as a monthly publication, "What's Happening," which provides information about all events sponsored by district parent groups, clubs, and booster organizations. Council members recommended a new practice at Get Acquainted Night where all teachers would add a slide to their presentations with the link to the Principal's E-News and would take a moment to allow families to sign up for this right there in the classroom on their mobile devices.</p> <p>Another recommendation was to add links in the monthly building newsletter, distributed through the Principal's E-News, to the information in "What's Happening" as another avenue for families to access information.</p>
11	Roundtable	All		

**Next Meeting Dates:**

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