

# Victor Primary School

## VPS Building Council Minutes

February 13, 2018

Primary Conference Room 101

3:30 p.m.

**Facilitator:** Jen Check

**Notetaker:** Jen Check

**Members:** Kristin Abbott, Leah Besaw, Merry Braithwaite, Wendy Chiasson, Josh Doyle, Kelly Gelinas, ~~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 January 25, 2018.
3	Review agenda	Facilitator		
<b>Guest Presentation</b>				None
4				
<b>Old Business</b>				
5	Subcommittee Updates			<p>The "Technology and Keyboarding at VPS" Subcommittee met on February 8th. At the meeting, information from local school districts was shared and conversation began about recommendations. The next meeting is scheduled for Thursday, March 1st.</p> <p>The "Enhancing Play Spaces" Subcommittee met on Friday, February 9th. At the meeting, the following recommendations/considerations were made:</p> <ul style="list-style-type: none"> <li>● Use of time in gymnasium when it is not being used for instruction</li> <li>● Additional play spaces around the playgrounds: Gaga Pit, 4-Square</li> <li>● Courtyard spaces enhanced for more quiet play activities: <ul style="list-style-type: none"> <li>○ Consideration of "sandbox" type areas</li> <li>○ Large foam blocks for imaginative play</li> <li>○ Awnings</li> <li>○ Treehouse-like platforms</li> <li>○ Outdoor cushions and mats</li> <li>○ Quiet outdoor games (ex. Lawn checkers, chess)</li> <li>○ Consider shared for bordering classroom windows that let light in but block visual</li> </ul> </li> </ul>

				<ul style="list-style-type: none"> <li>● Hallway “stations” focused on physical fitness, brain breaks, and/or literacy treasure hunt - this could be used by individual children or small groups as a break or alternatives to indoor recess</li> <li>● Literature in public spaces - consider Little Lending Libraries at each of the playgrounds and courtyards in September and May</li> <li>● Community Makerspace</li> <li>● Garden space - would need to consider a partnership with an outside organization to tend it during the summer months</li> <li>● Consider areas for shade around the playgrounds</li> </ul>
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>Members reviewed the results of the staff survey and talked about any themes noted. Topics of conversation included:</p> <ul style="list-style-type: none"> <li>● The way in which teachers communicate with parents is varied based on the preferences/circumstances of families and teachers. Teachers appreciate being able to use tools that make sense for them and their families. Parents expressed that it has been okay to have differences from year to year.</li> <li>● SeeSaw app is referenced a number of time. Teachers are supporting each other in using this.</li> <li>● Some programs teachers use provide analytic information regarding how many people have viewed a newsletter, etc.</li> <li>● Most teachers indicated they are satisfied with the level of parent communication and responsiveness.</li> </ul>
<b>New Business</b>				
7	Policy Review			Copies of policy 4321: <i>Programs for Students with Disabilities Under the IDEA and New York’s Education Law Article 89</i> were distributed. Members will review this policy and bring feedback to the next meeting.
8	Meeting Dates Reviewed			Our next meeting will be Thursday, March 8th from 7:45 - 9:00 a.m. in Room 101.
<b>Closing</b>				
10	Review assigned tasks	Minute Taker		
11	Set agenda and roles for next mtg.	Facilitator		Review Minutes Policy Feedback

				<p>Subcommittee Updates</p> <p>Goal Work:</p> <ul style="list-style-type: none"> <li>● Parent Connection - Parent Survey Creation</li> <li>● Enrichment Opportunities</li> </ul>
12	Parking Lot Attendant	Facilitator		
13	Roundtable	All		

**Next Meeting Dates:**

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