

ECS Building Council  
*Approved Meeting Minutes*

Date and Time: 11/26/18

Location: VECS

Roles:

Facilitator: Melissa Goho

Minute Taker: Katie McCarthy

Time Keeper: Kim Dieter

Members Present: Dorothy DiAngelo, Kim Dieter, Allison Fricano, Jane Gallina, Melissa Goho, Kirra Guard, Rachel Hucko, Katie McCarthy, Kim McConnell

#	Topic/Subject	Person Responsible (if not all)	Time Allotted	Purpose/ Proposed Action				
				For Info	Work Session	Make Recommendation	Assign Task	Make a Decision
Opening								
1	Welcome/Call to Order							
2	Approve minutes of prior mtg dated:							
3	Review Agenda							
Guest(s) (if any)								
Old Business-For Discussion								
								Title I Document Review - we signed off that we agree with the document.
New Business								
	Social/Emotional Sub Committee Update							<p>The first newsletter is forthcoming. One goal is to send a newsletter toward the beginning of the school year to help children transition to school</p> <p>The date changed for Friendship Fun day to 1/25. The topic is asking a friend to play. Emily will create visuals for teachers</p> <p>Dorothy suggested adding newsletters to our ECS website. We also discussed providing – “talking points”, FAQ, resources on our website to support children with life changes: death, divorce</p>
	Intervention Kits Subcommittee							<p>The Intervention Committee will identify most frequently used ELA and math interventions so they can develop Tier 1 intervention kits. Survey K and 1<sup>st</sup> grade teachers to identify more critical skills and interventions. The survey will take place this week.</p>

	<p>Intervention Manual Subcommittee</p> <p>Other Updates</p>	<p>Our next step is to review teacher feedback and begin gathering the interventions. December meeting goal: pull interventions and create list of what needs to be purchased and copied. Materials to be prepped in January.</p> <p>The Intervention Manual Committee reviewed the current intervention manual. Survey K and 1<sup>st</sup> grade teachers to identify what interventions are most valued. The survey will take place this week in collaboration with the intervention kit survey.</p> <p>Going forward, we will change our subcommittee times. We will shift time to 7:45-8:25 for subcommittee work. Building Council will begin at 8:25. We will follow this time frame for the rest of the year.</p>
Closing		
11	Review Assigned Tasks (Action Items)	<p><b>Next Meeting:</b> 12/17/18 @ 7:45 AM</p> <p><b>Facilitator:</b> Kim McConnell</p> <p><b>Time Keeper:</b> Kim Dieter</p> <p><b>Minute Taker:</b> Kirra Guard</p>
12	Set agenda and roles for next mtg.	

*Future Meeting Dates: 11/26, 12/17, 1/30, 2/25, 3/18, 4/22, 5/10, 6/13*