

# Victor Primary School

## VPS Building Council Minutes

October 12, 2018

VPS Room 101

7:45 a.m.

**Facilitator:** Jen Check

**Notetaker:** Jen Check, Leah Kedley

**Members:** Merry Braithwaite, Matt Mulvaney, Mike Musselman, Sarah O'Hare, Stephanie O'Shell, Gina Peterson, Hilary Ross, Chris Space, Leslie Summerson

**Guests:** Leah Kedley

### Minutes

#	Topic/Subject			
<b>Opening</b>				
1	Welcome	Facilitator	1 min	
2	Approve minutes	Facilitator	3 min	An addition was made about the recommendation to invite another third grade teacher representative to our building council. With this addition noted, members approved minutes from the meeting on September 25, 2018.
3	Review agenda	Facilitator	1 min	
4	Introductions	Facilitator	5 min	Welcome to Hari Ahluwalia, a VPS teacher aide representative, who will be joining us at our next meeting.
<b>Guest Presentation</b>			<b>0 min</b>	None
5				
<b>Old Business</b>		<p>Feedback about the change during Get Acquainted Night and sharing information about how parents can stay connected to VPS based on 2017-2018 council recommendations included:</p> <ul style="list-style-type: none"> <li>• Teachers shared they encouraged families to connect to PTSA and our building and district newsletter and social media sites during their presentations. They reported this appeared to be well-received by parents. We are not sure, however, if there were increases in the number of parents who connected in these ways as a result of this.</li> <li>• Members suggested it may be helpful to send out the connection information to families again later in the school year.</li> <li>• Jen will talk with Dave Henderson in January to see what our building newsletter subscription numbers look like. If it appears to be significantly lower than our student population, we will plan to send the connection flyer to families again.</li> </ul>		

				<ul style="list-style-type: none"> <li>● Building Council teacher members expressed appreciation for the schedule that evening as it worked well from their perspective.</li> </ul>
<b>New Business</b>				
6	Finalize Goals and Create Plan to Address Each One			<p>Members finalized our goals for the 2018-2019 school year:</p> <ul style="list-style-type: none"> <li>● <b>Enhancing Field Days:</b> A VPS Building Council sub committee will review the current field day structure, brainstorm and research considerations, and make recommendations for enhancements.</li> <li>● <b>VPS and the Arts:</b> To increase opportunities for children to engage in enrichment experiences and connect to our local community, VPS Building Council will research the possibility of incorporating the arts into an experience for all children to increase their understanding of the arts in a fun and engaging way.</li> <li>● <b>Classroom-To-Classroom/School-To-School Connections:</b> Knowing people benefit from feeling connected in many different ways to their work and community, VPS Building Council will review current opportunities in place for different children and adults to connect with each other, brainstorm and research additional ideas, and make recommendations for increased opportunities for children in different classrooms to connect with one another within VPS. Considerations may also be made for increased collaboration among children and adults at VPS and other school buildings on campus.</li> <li>● <b>VPS Children and Personal Electronic Devices:</b> VPS Building Council will review the electronics component in the VCS Code of Conduct, research best practices, and create VPS guidelines written in “young child-friendly” language, along with a plan to share this with children and staff.</li> </ul>
7	Title 1 Information Sharing and Feedback			<p>Information was shared about the Title Grant and how children receive academic intervention support at the Primary School. Members also reviewed the Parent Compact. They talked about the current caseloads of AIS providers and consideration for more personnel to be able to provide support for more children in reading, writing, and math. Members approved the Parent Compact as written and signed documentation noting their review of the title information.</p>
<b>Closing</b>				<b>5 min</b>
8	Review assigned tasks	Minute Taker	1 min	Jen will talk with Dave Henderson in January to see what our building newsletter subscription numbers look like. If it appears to be significantly lower than our student

				<p>population, we will plan to send the connection flyer to families again.</p> <p>An invitation will be sent to staff and parents to join the subcommittee identified by council.</p> <p>Members will begin researching and reaching out to districts to see what other districts do regarding electronics at the elementary level, ways teachers and children connect among and outside school buildings, and ways they integrate fine arts opportunities for children.</p>
9	Set agenda and roles for next mtg.	Facilitator	2 min	<p>Review Minutes</p> <p>Subcommittee Update - Enhancing Field Days</p> <p>Council Goal Work - VPS and The Arts</p>
10	Parking Lot Attendant	Facilitator	2 min	<p>There was some feedback from some parents about how late in the year our fall parent teacher conference are being held. Teachers and parents indicated they would appreciate the conferences being scheduled earlier in the year. Could consideration be made to schedule all parent-teacher conference dates prior to or around the Thanksgiving break. Jen and Leah will share this at a K-6 administrative team meeting.</p>
11	Roundtable	All	4 min	None

**Next Meeting Dates:**

Wednesday, October 24, 2018: 7:45 - 9:00 a.m. in Room 101

Friday, November 16, 2018: 7:45 - 9:00 a.m. in Room 101

Friday, December 14, 2018: 7:45 - 9:00 a.m. in Room 101

Friday, January 11, 2019: 7:45 - 9:00 a.m. in Room 101

Friday, January 25, 2019: 7:45 - 9:00 a.m. in Room 101

Friday, February 8, 2019: 7:45 - 9:00 a.m. in Room 101

Friday, March 22, 2019: 7:45 - 9:00 a.m. in Room 101

Friday, April 26, 2019: 7:45 - 9:00 a.m. in Room 101

Friday, May 17, 2019: 7:45 - 9:00 a.m. in Room 101

Friday, May 31, 2019: 7:45 - 9:00 a.m. in Room 101

Friday, June 21, 2019: 7:45 - 9:00 a.m. in Room 101