

Victor Central School District Committee Meeting

Meeting Minutes – 11/28/18

Date and Time: 3:45-5:00

Location: HS Conference Room

Members: Aubrey Ahern, Shawn Baldwin, Mary Banaszak, ~~Laura Dash~~, ~~Theresa DeRycke~~, Ted Isham, Leah Kedley, ~~Kelly Loughlin~~, Caitlin Mack-Elliott, Necia Marchetti, Georgia Mowers, Roni Puglisi, Cindy Riley, Amy Shannon, Shawna Spriggs, Amanda Tripp

Roles:

Facilitator: Roni Puglisi
 Time Keeper: Leah Kedley
 Organizer: Cindy Riley

Minute Taker: Amy Shannon
 Refreshments: Amanda Tripp

				Purpose/ Proposed Action				
#	Topic/Subject	Person Responsible (if not all)	Time Allotted	For Info	Work Session	Make Recommendation	Assign Task	Make a Decision
Opening								
1	Welcome/Call to Order							
2	Approve minutes of prior mtg dated: ___10/24/18_							
3	Review Agenda							
Guest(s) (if any)								
4	None							
Old Business-For Discussion								
5	Feedback from 17-18 Data Subcommittee/Goal Discussion 18-19			Notes from Data Subcommittee (Roni shared with team) Possible School Tool Topic Ideas/Goals Discussed: <ol style="list-style-type: none"> 1. Functionality/Capabilities of School Tool-Henderson 2. Monitoring and sharing student data while maintaining confidentiality with teachers/parents-Building Councils - elementary 3. Training for teachers 5th Goal: Identify the possible capabilities/functionalities of School Tool and seek feedback from buildings regarding needs for School Tool understanding and functionality.				
				For Goal #3: Review the abridged version of the Code of Conduct.				
New Business								
6	Finalize District Council Goals			Reviewed and finalized goals				

7	Finalize Timeline of DC Work	<p>For December Agenda – School Tool work/generate questions for Dave/survey sent to Building Councils</p> <p>For January Agenda – Dave Henderson (updates and School Tool – goal #5)</p> <p>For February Agenda – Chris Marshall – Capital Improvement update</p> <p>For March Agenda – Work on abridged version of the Code of Conduct (goal #3)</p> <p>For April Agenda – School Tool work and Abridged Code of Conduct</p>
8	Share Code of Conduct Timeline	Roni shared Code of Conduct process
Closing		10 min.
9	Review Assigned Tasks (Action Items)	<ol style="list-style-type: none"> 1. Survey: What might your building's needs be related to School Tool? - Roni to Principals 2. Update Timeline document-Roni 3. Ask Natalie for School Tool information-Caitlin 4. Begin Review of Code of Conduct – Roni 5. Building Council Goals presented at DC (Laura – ECS, Ted – Primary, Caitlin/Shawn – Intermediate, Nisha– Junior High, Aubrey and Georgia – Senior High) 6. Council members bring School Tool questions <p>Assigned Tasks before and for next meeting:</p> <p>Agenda for next meeting: Share building Council Goals Generate School Tool Questions Begin Code of Conduct Review</p>
10	Set agenda and roles for next mtg.	<p>Roles:</p> <p>Facilitator: Aubrey Ahern Minute Taker: Amy Shannon Time Keeper: Shawn Baldwin Snacks: Leah Kedley Organizer: Mary Banaszak</p>
11	Parking Lot Attendant	None
12	Roundtable	None

List future meetings:

Dec. 12, Jan. 23, Feb. 27, March 20, April 24, May 29, June 12