

VJH

**MINUTES**

**Building Council**

Date: December 6,, 2018

**Roles:**

**Facilitator:**

Brian Gee

**Time Keeper:**

Nikki Ryan

**Minutes:**

Sue Ibrsimovic

**Members:** Brian Gee, ~~Maureen Bolger~~, Carol Prescott, Kristina Buschang, Darcy Ross, Nikki Ryan, Sue Ibrsimovic, Sharon Hodownes, Melissa VanRensselaer, Melissa Novak, & Necia Marchetti

**Guest:**

		Minutes
#	Topic/Subject	
<b>Opening</b>		
1	Welcome	Brian Gee
2	Approve minutes of October 2018	Minutes approved by Melissa VanRensselaer Minutes seconded by Nikki Ryan
3	Review Agenda	Brian reviews the agenda for the day
<b>Guest Presentation</b>		
	Melissa VanRensselaer -AIS report review	
<b>Old Business</b>		
4		
<b>New Business</b>		

1. Clubs - Communication for parents and students

- Summer mailing, supply list, cycle day calendars, updated info for homes, athletic office info, PTSA, Health office, Code of conduct brochure (smaller version), counseling dept. Letter, Lifetouch picture info if available, enrichments that are ready at that time, 3Rs, Club info if available, spirit week T-shirt Flyer,

Necia - People look forward to this, so Thank you. The supply list is pretty accurate, Thank you.

End of Year sign up in 6th grade for 7th. PE teachers are encouraging to students. Summer letter from coach, exciting for kids and helpful for parents in regards to camps.

Brian - Club and sports opportunities for students when they are visiting the building at the end of year.

Brian - Parent open house

Fall is traditional. Enrichment, how to sign up for news and notes, how can parents stay connected, daily bulletins on website, parent info forms, meet and greet for teachers. Book fairs, PTSA, Clubs

6th Grade Orientation - Spring - March

Enrichment sign up, parent info form, Communication

Kids that receive services - before the open house. Not publicized in the main newsletter. That is sent home individually.

Website - Enrichment, councilor info, student parent handbook in part of website that makes sense.

Daily announcement - announcements in the morning, then put on the website. Will give heads up on dates, not last minute. Given for the week, not day of.

News letter - fairly set categories, info on what kids are up to, series of flyers.

Peach Jar - Flyers from Junior High are sent out.

Necia - kids love the clubs, new for 7th graders and parents. In presentations, kids can join at anytime. Good message to reinforce. Nice to be flexible.

Brian - send in newsletter at the end of this semester and talk to kids in lunch for the next semester.

Sharon - website - maybe something in the summer packet on how to find your way around the website.

If maybe during the spring we have a sub committee on how to make it easier to work around the website - send in the summer packet.

Carol & Brian - 6th grade orientation - spring - parent meeting - quick presentation on how to find your way around the website.

Brian - If more great ideas - jot down and send an email. We can keep adding to our list. Not done with this list.

2. AIS - Part of the compact for communications:

a. Possible make some changes.

- AIS form, completed 3 times a year.
- Would like to make changes, the document does not tell parents as much as we would like to.
- More informative, more specific and useful

Newsletter format, and second page would be individually for students from i-Ready reports.

Similar look for Math and Lit Lab

Newsletter - what we are doing, what we are planning to work on, introduce i-Ready, info on reaching out. Skills kids can do

i-Ready shows the domains, assessment scores of the student, at grade level, at needs improvement. i-Ready sheet has key on what abbreviations mean.

Carol, the clearness is nice

Melisa - likes the newsletter part, helps with more communications that we have talked about.

Maybe more individual specifics from teacher. - maybe comments on the report card for learning and effort.

- b. New tools in AIS., may want to communicate a little more efficiently for parents.

If council feels it is o.k. We can add comment section on the report card, the newsletter and the report from i-Ready.

Melissa - i-Ready sounds like it is going toward state talk.

Sue - there are teachers reports that give the grade levels.

Brian - we started this last year. Moved it to ELA - 7th grade

MOtion to council to approve to revamp communication to the 2nd quarter  
Comments to report card  
Newsletter  
i-Ready report

Approve - Kristin  
2nd - Darci

3. Practices for cleaning tables in Cafeteria
  - a. Food allergies
  - b. Notes from School physician -
    - Brian shared our current practices
    - Concerns on germs
    - Concerns on allergies

Physician - cited - culture samples of sponges.  
Does not pose a health risk in public settings.

Unlikely that an infectious disease using this method. More likely in a classroom.

Practice of cleaning the surfaces would eliminate risks

Foam products - foam surfaces - germs will live a little longer on foam than cloth and sponges

Dish soaps and hand soaps are good  
Trying to Build habits are good for young people

Another option - Disposable wipes, but look at cost and environmental concerns

Replace several times a year.  
And cleaning and changing for each lunch

Darci - addresses appropriateness of the cleaning product. Doesn't talk about allergens.

Skin exposure - anaphylactic

Melissa - eczema or skin sensitivity.  
Kids that wash tables should also wash their hands after.

Carol - every building has a different procedure.  
Shared all the different procedures.

		<p>Primary - spray the table and use a clean cloth.</p> <p>Several - Spray bottle may be a concern in the JH.</p> <p>Brian will look into more options, staying away from spray bottles. Will also talk to cafeteria monitors. Only have about a 5 minute space to clean.</p> <p>Can bring up again.</p>
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### Closing

6	Review Assigned Tasks	Minute Taker	2 min	
7	Set Agenda & Rolls For Next Mtg.	Facilitator	2 min	SAME
8	Parking Lot Attendant	Facilitator	2 min	
9	Round Table	All	4 min	<p>Sharon - paperwork ahead of time before meeting.</p> <p>Necia - her daughter was in the JH musical. - had such a great time. Like the way so many kids were involved. More info for kids to know they can join for the set Concerts were great.</p> <p>Melisa - Brian out at parent drop off and parking lot attendants - very much appreciated.</p>

**Future Meeting Dates: January 9th, 2019**  
**Note: This is a Wednesday for this month.**