

VJH

MINUTES

Building Council

Date: January 9th 2019

Roles:

Facilitator:

Brian Gee

Minutes: Darcy

Ross

Time Keeper:

Nikki Ryan

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

Guest:

		Minutes
#	Topic/Subject	
Opening		
1	Welcome	Brian Gee
2	Approve minutes of December 2018	Motion to approve: Maureen Bolger Approval seconded: Darcy Ross
3	Review Agenda	Brian reviewed the agenda for the day
Guest Presentation		
Old Business		
4	Practice for table cleaning in the cafeteria	<ul style="list-style-type: none">• Brian looked into disposable wipes, worked with Chris Marshall• Estimate ~22,000 disposable wipes per year• No reusable product available through vendor• Melissa Novak looked into outside models & best practices in other districts• Possible need to look at practices K-12, not just JH; need for consistent best practice K-12

District website help/tutorials

- Concern around student management issues using spray bottles
- Possibility of adults/lunch monitors doing the spraying, and kids wiping the tables.
- Lunch monitors are made well-aware of severe food contact allergies, so those issues are addressed proactively; no students with an existing/known allergy are made to use the current practice of cleaning; individual student needs are usually addressed at the table
- Brian's recommendation: Bring up the issue with district Safety Council to see if current practices need to be modified, and look at it K-12.
- Necia shared some other parents' concerns with exposure to contaminants.
- Motion to take topic to District Safety Council: Brian Gee
- Motion seconded: Darcy Ross

- Possibility of sub-committee to develop tools to help parents navigate website
- Reviewed the current look of the website as a group
- Navigation from homepage to separate school pages
- "Welcome to VJHS" page
 - Add 3 Rs
 - Add main office phone number
- Principal's newsletter
 - Yellow bar "Parent" menus are different based on if you're on the building pages vs. the district page - important teaching point to share with parents/at orientation
 - Need Principal's newsletter (or option to sign up for it) under the VJH Parent menu (right now it's only available from the district parent tab)
- JH Counseling tab
 - Team information
 - Supply list
 - Counseling services
 - Can we add a new tab, or change the name of the existing "Counseling" tab to "Teams & Counseling"?
 - Course descriptions? No course descriptions for JH classes, & none for enrichment classes because the descriptions/offerings change too often to include (per Dave Henderson)
- JH Library page redirects to DISTRICT library page
 - Why the sidebar and its options...need to clarify
- Links under "Academics" from District page need to be added to VJH page (Curriculum & Instruction, Student Support Services, Special Ed)
- Clubs & Enrichment
 - Think about added language that says we cannot guarantee that every enrichment will be offered every semester/year
 - Change "Bored games" to "Board games" so it matches the flyer
 - Links to club websites?
 - Have club advisors review pages

		<ul style="list-style-type: none"> ● Athletics - Add link to Athletics/Athletics Office from JH Parents tab? Currently missing ● Outside assignments to develop navigation steps based on the CURRENT website design, FROM the JH page <ul style="list-style-type: none"> ○ Melissa N - Academics/Teams ○ Brian G - newsletters & daily announcements (change lingo from bulletin) ○ Melissa V - Special Ed & Athletics
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New Business

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Closing

6	Review Assigned Tasks	Minute Taker	2 min	none
7	Set Agenda & Rolls For Next Mtg.	Facilitator	2 min	none

8	Parking Lot Attendant	Facilitator	2 min	none
9	Round Table	All	4 min	Necia M - Happy to hear her daughter sharing about what her teachers are learning, specifically French and DuoLingo

Future Meeting Dates: February 7, 2019