

# Victor Primary School

## VPS Building Council Minutes

February 8, 2019

VPS Room 101

7:45 a.m.

**Facilitator:** Jen Check

**Notetaker:** Jen Check, Leah Kedley

**Members:** Hari Ahluwalia, ~~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	Members approved minutes from the meeting on January 11, 2019.
3	Review agenda	Facilitator	1 min	
4	Introductions	Facilitator	5 min	
<b>Guest Presentation</b>			<b>0 min</b>	None
5				
<b>Old Business</b>				
6	Policy Review Feedback Update			<ul style="list-style-type: none"> <li>In 4321.9: We received clarification that when a child is declassified, a declassification plan is created which can include providing related services.</li> <li>In 4321.2: The acronym has been removed from the document.</li> </ul>
7	Subcommittee Updates			<b>Field Day Subcommittee:</b> We have six members who have volunteered for this work. The group will have their first meeting on February 27th.
6	Council Goal Work - VPS and the Arts			<p><b>Our Charge: 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.</p> <p>Information about the studio days were shared with staff members and invitations were sent home to families through flyers, newsletters, and the Principal's list serv. Carolyn is the point of contact for presenters. So far, 13 people have committed to leading sessions.</p>

				<p>The high school is working to see if some students could be released based on their schedules to come to VPS and lead sessions for the studio day.</p> <p>Members brainstormed possible session ideas and presenters, as well as identified local organizations we could reach out to.</p> <p>PTSA has agreed to create Thank You bags for our presenters...THANK YOU! Consider having children decorate the bags.</p> <p>All the child necklaces are complete and will be distributed to teachers prior to the studio day. When the room assignments and hosts are finalized, hosts will be asked to create a room sign outside the door so children know where to go for each session.</p> <p>Session locations, ohst assignments, and student sign-up sheets will be finalized on Friday, March 1st and distributed to staff.</p> <p>We will work to ensure the hallways are cleared on the day of the studio event.</p> <p>At our next council meeting, we will reflect on the studio day and make recommendations about whether to make it an annual event or if this is a one-time experience.</p> <p>Members also wondered if we could ever attend music concerts put on the secondary level music groups held at the Junior High/Senior High School auditorium. Jen will reach out to secondary directors to see if this is a possibility.</p> <p>Members discussed the possibility of a staff performance for children. Given the dynamics of the year, it was decided not to pursue it this year, but could be a consideration in future years.</p> <p>The history of field trip funding was discussed. Members wondered if teachers would be willing to use a small portion of their allocated classroom budget next year to support going on a field trip with an entrance fee. This would create more field trip options for consideration, but every teacher at a grade level would need to be in agreement with the plan. We will check to see if and how this could be done. If it is a possibility, building council members will talk with their grade level teams at grade level meetings next week.</p>
<b>New Business</b>				
7	District Policy Review			Policy 6160 - Fund Balance: Members read the policy draft and discussed it together.

				Policy 6170 - Reserve Funds: Members read the policy draft and discussed it together.
<b>Closing</b>			<b>5 min</b>	
8	Review assigned tasks	Minute Taker	1 min	<p>Jen will follow-up with the high school to see if students could come lead sessions and reach out to identified community organizations who may be interested in leading sessions, including the PTSA.</p> <p>In the upcoming staff communication, Jen will invite staff members to consider leading a session, ask them to invite parents to lead sessions again in their newsletters for next week, and put the invitation on our school Facebook page.</p> <p>On Friday, March 1st, staff will receive studio location information, hosting assignments, child necklaces, and sign-ups. Hosts will be asked to create a sign for the session and place it outside the door of the location on Monday so children can begin to see where they will be going on Thursday.</p> <p>Leslie will have necklaces put in teacher mailboxes by Friday, March 1st.</p> <p>Jen will connect with music directors at the secondary level to explore the possibility of our children attending a performance at the high school auditorium.</p> <p>Jen will determine if teacher funds can be used to pay for a grade level field trip. If so, building council members will discuss the idea of teachers paying for a field trip from their classroom budget at the upcoming grade level meeting next week.</p>
9	Set agenda and roles for next mtg.	Facilitator	2 min	<p>Review Minutes</p> <p>Council Goal Work - VPS and The Arts</p> <p>Subcommittee Update - Enhancing Field Days</p> <p>Council Goal Work - Classroom-to-Classroom/School-to-School Connections</p>
10	Parking Lot Attendant	Facilitator	2 min	
11	Roundtable	All	4 min	None

**Next Meeting Dates:**

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