

# Victor Primary School

## VPS Building Council Minutes

April 26, 2019

VPS Room 101

7:45 a.m.

**Facilitator:** Jen Check

**Notetaker:** Jen Check

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

**Guests:** Mike Ferreri, Leah Kedley, Dana Zink

### Minutes

#	Topic/Subject			
<b>Opening</b>				
1	Welcome	Facilitator	1 min	
2	Approve minutes	Facilitator	3 min	Members approved the minutes from the meeting on March 22, 2019.
3	Review agenda	Facilitator	1 min	
4	Introductions	Facilitator	5 min	
<b>Guest Presentation</b>			<b>0 min</b>	None
5	Council Goal Work: Classroom-To-Classroom/School-To-School Connections			<p><b><i>Classroom-To-Classroom/School-To-School Connections:</i></b>  <i>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.</i></p> <p>Last year, children in Dana Zink's second grade classroom were very interested in hockey and a connection was made between the hockey team and Dana's class. The hockey team came down to meet and work with the children a few times throughout the year. This connection has remained this year, with the hockey team coming down to work with the second grade children in Dana's class many times, even outside of the hockey season. They engage in learning activities, math strategy games, and play other games together. Some second grade children write to their hockey buddies and has been very motivating for children. The high school students come down at 2:30 on the designated days. All members of the hockey team have wanted to and have come each time unless they had a prior commitment on a</p>

				<p>given day. It has been helpful to have close to a 1:1 ratio within partnerships.</p> <p>The benefits of this type of connection have been clearly evident with both the VPS children as well as the HS students. The high school students are very in-tune with the needs of the younger children and the younger children have really opened up to and been highly motivated by the high schoolers. They have created very positive bonds.</p> <p>Other teachers in the building have unique connections with high school teachers, classes, and groups as well.</p> <p>Knowing how important these connections can be for all the students, we would like to support increasing these opportunities, especially for VPS teachers who made not have natural connections with older groups of students.</p> <p>Mike and Dana will create a document which outlines the process they used to make their classroom connection, along with ideas for things groups can do when they come together.</p> <p>Mike will share his experience and this document with the coaches who coach a fall sport and encourage them to be part of this partnership. Mike will also reach out to the High School administrators to see if there is a way for us to make a connection with the High School clubs to increase opportunities for partnerships. While it could be considered a community service opportunity for groups, we would not promote it that way because the real purpose is about creating connections among students and we would want older students to be part of it for this reason only, not to get credit.</p> <p>Once we know which teams/groups/clubs are interested and willing to partner with VPS classes, a list will be created in a Google Doc and VPS teachers can sign up. Then, the coach/advisor and VPS classroom teacher will work together to schedule visits and plan for their times together. If VPS teachers wanted some ideas about planning, they could reach out to teachers who have experienced these connections in the past. Jen will share about this conversation in an upcoming staff communication.</p>
<b>Old Business</b>				
6	District Policy Review			<p>At the last meeting, members had a question about whether Policy 4321.11 would limit our ability to provide a child with the services he or she needs. We were given an answer that said this policy would not limit our ability to provide a child with the services he or she needs as the district still has to provide necessary services for children.</p>

				<p>There was a discussion about what information is reported to the State Education Department regarding different subgroups within a school. Information about each district and building subgroup data can be found on the New York State Education Department website. A question was asked about whether subgroup information was reported in relation to our enrichment participation. At this time, just the number of children who participate is reported to the state and it is not broken down into subgroup categories. Jen will talk with Doug Schmidt, our Enrichment teacher, about what data he has to report each year.</p>
7	Subcommittee Update - Field Day			<p><b>Field Day Subcommittee:</b> This subcommittee continues to meet to finalize plans for our upcoming field days. We have had a wonderful response from parents who are interested in volunteering. The subcommittee work is currently focused on creating volunteer directions and resources. A welcome table will be set up in the south hallway to welcome volunteers at 8:30, give them the information and resources they need for the day, and allow them time to set up their stations prior to the start.</p> <p>Given the timing of when Field Days are scheduled, members of Key Club will not be able to volunteer, but we anticipate having enough parent volunteers each day.</p> <p>Council members made a recommendation that the Field Day subcommittee consider planning an alternative activity in the event that the pool is not available. One suggestion included a game where hoops are laid in wavy lines on the ground and children jump through them and then play “Rock, Paper, Scissors,” when they encounter another child along the path.</p> <p>A t-shirt order was sent home with children for any child who is interested in ordering a VPS shirt for field day. This order form will also be sent home next fall so new children to the building will have an opportunity to order a shirt. There is a line on the order form where families can donate to help buy a shirt for a child who may be unable to purchase one at this time.</p> <p>Council members continue to be excited about and looking forward to the changes.</p>
<b>New Business</b>				
8	Council Goal work: VPS Children and Personal Electronic Devices			<p><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.</p> <p>Members reviewed the current language in the District Code of Conduct. There was discussion about areas that could be</p>

				<p>addressed in our document, including use of technology on the bus and in school, use of cameras built into devices, parent use of technology/cameras while in the school building, and the importance of privacy rights.</p> <p>Leah will obtain copies of the language and protocols used at other buildings on campus so we can work to maintain consistency across campus.</p> <p>During our next meeting, we will brainstorm possible concepts to include in our document that will be shared with children and families.</p>
<b>Closing</b>			<b>5 min</b>	
9	Review assigned tasks	Minute Taker	1 min	<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>Leah will obtain technology use language/documents used in other buildings on campus.</p> <p>Dana and Mike F. will develop a document explaining how they have developed classroom connections and how others can also do this. Mike will present it to the fall sport coaches and encourage them to partner with VPS next year. Mike will also reach out to the SH administrators to see if we can also connect with club advisors. Jen will put a note in the upcoming staff communication to let VPS staff know about this project in the works.</p> <p>Jen will connect with Doug Schmidt to see if he has data related to enrichment participation broken into subgroups.</p>
10	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 - Classroom-to-Classroom/School-to-School Connections</p> <p>Council Goal Work - VPS Children and Personal Electronic Devices</p>
11	Parking Lot Attendant	Facilitator	2 min	
12	Roundtable	All	4 min	None

**Next Meeting Dates:**

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