

Victor Central School District Committee Meeting
Victor Senior High School Building Council Approved Meeting Minutes

Date and Time: May 16, 2019

Location: Room 132

Roles:

Facilitator: Brian Siesto

Minute Taker: Joan Randall

Time Keeper:

Members: Laura Avissato (teacher), ~~Lucy Haggerty (student)~~, Patty Hall (parent), ~~Allison Heltz (student)~~, Tony Montone (teacher), Jean Olson (parent), Brian Siesto (administrator), ~~Dave Porter (teacher)~~, Gayle Reh (parent), ~~Angélica Sanzotta (teacher)~~, Chris Stock (teacher), Kristina Sykes (teacher), Kathy Woodworth (parent)

#	Topic/Subject	Person Responsible (if not all)	Time Allotted	Purpose/ Proposed Action				
				For Info	Work Session	Make Recommendation	Assign Task	Make a Decision
Opening		5 minutes						
1	Welcome/Call to Order	Brian Siesto called the meeting to order.						
2	Approve minutes of prior meeting dated: 4/11/19	Patty Hall made a motion to remove a sentence from the minutes. Jean Olson seconded it. Motion carried. Gayle Reh made a motion to approve the amended minutes from the 4/11/19 meeting. Jean Olson seconded it. Motion carried.						
3	Review Agenda	Brian Siesto welcomed the group. Brian reviewed the agenda and asked that the Safety Update be presented first.						
Guest(s) (if any)		Amy Shannon, Assistant Principal						
4	Guests							
Old Business		10 minutes						
6	Update on WIN Block	Brian Siesto gave an update. After the sub-committee from the Building Leadership Team and administrators have analyzed a potential WIN block, it has been decided that more time is needed before a decision is made. This summer, the group hopes to continue to develop an alternative block schedule and discuss other potential options including the development of academic support labs in English, Science, and other areas.						
New Business		40 minutes						
5	Safety Update	Amy Shannon, Assistant Principal gave the annual Safety Update to Building Council. Amy is the high school representative on the district safety committee that meets monthly. Amy shared with the group the Staff Response protocol and explained the different scenarios: lockdown, lockout, shelter in place, and evacuation. She also discussed the importance of our Quick Response Team that is comprised of CPR/AED trained staff members. VSH has already met New York State's yearly quota of 8 fire drills and 4 lockdown drills. VCS has implemented and						

		tested a new school safety program called Navigate this spring. It allows faculty/staff to use their phone or electronic device to take attendance and communicate with administration. When there is a substitute teacher or the system does not work, the backup plan is to take a paper attendance to give to the nurse at the end of the situation/drill.
7	Annual Building Council Outstanding Student Award	Copies of the two nominations and paper ballots for the annual Outstanding Student Award were distributed to the group. After group discussion and a vote, Veronica Dominguez was selected. Veronica will receive a \$100 check and certificate at SH Awards Night on June 4 th .
8	Survey	Brian Siesto reminded the group to complete the electronic survey on engagement in the decision making process that was sent to members earlier this week.
9	Building Council Document	Brian Siesto asked members of each constituent group to sign the Consultation/Collaboration Documentation Form for the 2018-19 school year. This form is an annual requirement for Title 1 funding.
10	2019-20 School Year	Brian Siesto thanked the group for their participation in Building Council this year and invited them to return for the 2019-20 school year. Goals will be decided at the first meeting of the new school year in the fall. The topics of student awards and WIN block will continue to be discussed next year.
Closing		
1	Review Assigned Tasks	Agenda for next meeting: <ul style="list-style-type: none"> - Yearly goals - Update on WIN Block - Outstanding Student Achievement Award

*Future meetings: 3:00pm-4:00pm
Locations TBD*

Fall 2019