

ECS Building Council
Approved Meeting Minutes

Date and Time: 1/9/20

Location: VECS

Roles:

Facilitator: Mike Musselman

Minute Taker: Melissa Goho

Time Keeper: Allison Fricano

Members Present: ~~Dorothy DiAngelo~~, Kim Dieter, ~~Jennifer Eveleigh~~, Allison Fricano, ~~Jane Gallina~~, Melissa Goho, ~~Rachel Hucke~~, Erin Kelley, Katie McCarthy, Mike Musselman

#	Topic/Subject	Person Responsible (if not all)	Time Allotted	Purpose/ Proposed Action				
				For Info	Work Session	Make Recommendation	Assign Task	Make a Decision
Opening								
1	Welcome/Call to Order	Minutes approved from 12/12/19.						
2	Approve minutes of prior mtg dated:							
3	Review Agenda							
Guest(s) (if any)								
Old Business-For Discussion								
	Intervention Manual	Today finished the behavior folder and began to work on the social skills folder. Looking to include Emily Schosek's social skills class lessons and counseling lesson visuals as applicable.						
	Building Resources	Reaching out to Dave Henderson with goals of enlarging map to 11x17; offering paper or laminated copies to visitors; posting maps at key locations; and adding to map - exits, exit door numbers, grid with legend of teacher names, hallway street names, color code system (for key places such as restrooms, specials rooms, nurse, café, elevator). Goal of laminated map at each teacher's doorway for substitute teacher to reference.						
	Student Pick-Up	Consideration of ECS Visitor Parking sign. Review pick-up plans/procedures in the spring to prepare for 2020-2021.						
New Business								
Closing								
11	Review Assigned Tasks (Action Items)	Next Meeting: 2/6/20 Facilitator: Melissa Goho		Minute Taker: Kim Dieter				

		Time Keeper: Erin Kelley
12	Set agenda and roles for next mtg.	

Future Meeting Dates	Facilitator	Minute Taker	Time Keeper
<i>2/6/20</i>	<i>Melissa Goho</i>	<i>Kim Dieter</i>	<i>Erin Kelley</i>
<i>3/5/20</i>	<i>Jen Eveleigh</i>	<i>Melissa Goho</i>	<i>Allison Fricano</i>
<i>4/16/20</i>	<i>Erin Kelley</i>	<i>Allison Fricano</i>	<i>Kim Dieter</i>
<i>5/21/20</i>	<i>Mike Musselman</i>	<i>Dorothy DiAngelo</i>	<i>Rachel Hucko</i>
<i>6/11/20</i>	<i>Jane Gallina</i>	<i>Kim Dieter</i>	<i>Mike Musselman</i>