

VIS Building Council MINUTES

VIS Building Council

Date: 12/10/2019

Conference Room or Location of Meeting: Room 164

Time: 7:45 AM or 3:30 PM

Roles:

Facilitator: TBD

Minutes: TBD

Time Keeper: TBD

Refreshments: TBD

Members: Gisela Armbruster, Alison Sheridan, Nancy Iadanza, Joy Boyd, Caitlin Mack-Elliott, Michele Maloney, Staci Thibodeau, Kevin Swartz, Sherri Helmer, Kelly Danks, Matthew Mulvany, Julie Zajac, Colleen Saar

		Minutes
#	Topic/Subject	
Opening		
1	Welcome	
2	Approve minutes of 00/00/00	November minutes were approved by Council. Motion to approve Gisela, second Staci.
3	Review Agenda	Agenda & goals for meeting reviewed.
Guest Presentation		
4		
Old Business		
5	Progress Reports Feedback from Parents & Teachers	VIS transitioned to electronic progress reports for first time last week.

		<p>Parents:report that overall, transition was effective. Only issues reported were the fact that some parents did not recall getting notifications to join School Tool earlier in the semester and this required support from main office to do so. Also, there were a number of families who were not registered to receive list-serve messages and this is where much of the communication around the transition took place. A positive outcome of this shift is many more parents are now signed up for list-serve messaging which should improve overall communications. Parents reported there were no challenges viewing or printing progress reports once opened in School Tool</p> <p>Teachers reported that some parents arrived at conferences without yet viewing the reports due to the fact they either forgot ST log-in or did not set up accounts earlier in the year. For the vast majority of these parents, accounts were set up immediately and this should alleviate issues moving forward.</p> <p>Kevin will continue to share directions for ST log-in, report card access, and a ST link on list-serve messaging as we approach the end of trimester 2.</p>
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New Business

6	Potential Guest Speaker/Technology	<p>Kevin reached out to UR contact to see if there are any researchers there that might be well versed in technology/impact on students brain development. Several years ago, UR launched a study around this and Victor agreed to be a participating district (allowed UR to invite families to participate). Kevin will keep members posted as to who might be available to visit at potential forum for parents.</p>
	Survey Question Development Group Work	<p>Tech survey questions for both parents as well as for students were finalized via google forms. Questions will be reviewed with entire council at January meeting with goal of distribution to parents and students in mid-January. This will allow council to review survey data at February meeting and later share data with families/teachers via a variety of means.</p>
	Researach/Parent Night Group Work	<p>Articles were reviewed and selected to be used as parent resources. These will be placed on school website and also used at potential parent forum. Ideas for forum, including format and date were discussed. Goal is to make a final determination of plan at January meeting. Decision made was to use survey data once collected to narrow focus or drive next steps, whether it be a parent forum, work with staff, or other communication of the data. Spring Literacy Night could be an evening where information is shared.</p> <p>Thank you to all council members who have been sharing various articles, data, and research around technology & impact on students.</p>

Closing

7	Review Assigned Tasks	Minute Taker	2 min	
8	Set Agenda & Rolls For Next Mtg.	Facilitator	2 min	
9	Parking Lot Attendant	Facilitator	2 min	1. 2. 3.
10	Round Table	All	4 min	

Future Meeting Dates: List the dates of all meetings left to occur