



**Victor Central School District  
District Council  
MINUTES**

**November 18, 2020  
Zoom  
3:45-5:00**

<b>Roles:</b>
Facilitator: Roni Puglisi Time Keeper: Dave Thering Organizer: Cindy Riley Minutes: Staci Thibodeau Refreshments: N/A

<b>Members:</b>	
Gisela Armbruster	<del>Sophia Marro</del>
Shawn Baldwin	Roni Puglisi
Lauri Boon	Cindy Riley
Naomi Foley	Colleen Saar
<del>Chloe Haller</del>	Kristina Sykes
Sharon Hodownes	Dave Thering
Tara Hopson	Staci Thibodeau
<del>Chuck Loray</del>	

#	Topic/Subject	Person Responsible (if not all)	Time Allotted	Purpose/ Proposed Action				
				For Info	Work Session	Make Recommendation	Assign Task	Make a Decision
<b>Opening</b>			<b>5 min.</b>					
1	Welcome							
1	Introductions from the members	Roni	3 min	➤	Introductions of the members, including names and roles			
2	Approve minutes of 10/28/2020	N/A	0 min	➤	Gisela Armbruster motioned to approve the minutes, Colleen Saar seconded the Motion.			
3	Review Agenda	Roni	2 min	➤	Roni Puglisi reviewed the agenda			

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<b>Guest Presentation</b>		<b>0 min</b>		
4				
<b>Old Business</b>		<b>25 min</b>		
5	Finalize Visitor Protocol	All	5 min	<ul style="list-style-type: none"> <li>➤ Roni facilitated a discussion around the proposed Visitor Protocol. In particular, the Council discussed a proposal from last meeting suggesting that visitors to District Council be asked to leave prior to any Council discussion involving sensitive or confidential information. Shared-Decision Making teams are designed to be open to all and excluding visitors from certain discussions may be inconsistent with the spirit of Shared Decision-Making teams.</li> <li>➤ Generally, sensitive issues or confidential matters are not brought to District Council. It was proposed that if a discussion became too sensitive for the group in attendance, the discussion could be tabled in lieu of asking visitors in attendance to leave.</li> <li>➤ The Council agreed to remove the exclusion norm from the draft. Council Members were in agreement to retain the first six norms of the Visitor Protocol</li> </ul>
6	Finalize Goals		10 min	<ul style="list-style-type: none"> <li>➤ Roni updated the Council with general information related to October's discussion about District goals. Dr. Terranova has identified three focus areas for the District from now until December 2021: <ul style="list-style-type: none"> <li>• Establishing the District financial plan (11/20 – 2/21)</li> <li>• Reviewing the existing leadership structure (12/20 – 3/21)</li> <li>• Developing the District strategic plan (7/21-12/21)</li> </ul> </li> <li>➤ The Council previously discussed the possibility of setting an analysis of building start and stop times as a District Council goal. However, the Council determined that investigating the effects of the start and stop time absent of a District strategic plan would be challenging at the present time. This topic could be revisited in future years.</li> <li>➤ Council members expressed a desire to contribute input to the strategic plan, beyond current communication modalities such as Facebook Live; Cindy Riley indicated she would seek further information from Dr. Terranova regarding how parents would be involved in contributing to the strategic plan.</li> <li>➤ Goal: Review the Code of Conduct <ul style="list-style-type: none"> <li>• Obtain further information around Restorative Practices by reading articles and listening to a guest presenter, with the goal</li> </ul> </li> </ul>

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				<p style="text-align: center;">of informing future recommendations around the role of Restorative Practices in the Code of Conduct</p> <ul style="list-style-type: none"> <li>➤ Goal: Receive updates on the following topics: Building and Curriculum Council goals, Capital Improvement project, Instructional updates (twice per year), Vaping, if needed.</li> <li>➤ Goal: Plan for District Council's role in Dispute Resolution process</li> </ul>
7	Finalize Timeline		10 min	<ul style="list-style-type: none"> <li>➤ December – review Code of Conduct using established template; Share Building Council Goals and obtain Dispute Resolution panel members</li> <li>➤ January – Proposed changes to Code of Conduct; Instructional update; Continue to work on Dispute Resolution process</li> <li>➤ February - Proposed changes to the Board of Education; Capital Improvement project update; Vaping update, if needed, Restorative Practices review</li> <li>➤ March – Open</li> <li>➤ April – Request training needs for Shared Decision Making training, Instructional update</li> <li>➤ May – Develop Shared Decision Making training, forward Code of Conduct to buildings, Restorative Practices review</li> <li>➤ June – Goals update from Building and Curriculum Councils, Shared Decision Making training review, Update District Council goals and complete necessary surveys</li> </ul>
<b>New Business</b>			<b>35 min</b>	
8	Review Shared Decision Making Training Survey Feedback	All	20 min	<ul style="list-style-type: none"> <li>➤ Roni reviewed Shared Decision Making survey responses <ul style="list-style-type: none"> <li>• The Survey received 30 responses; People are confident in accessing Shared Decision Making document and have an understanding of their roles and responsibilities</li> <li>• People may need additional clarification around the Dispute Resolution process</li> </ul> </li> <li>➤ Roni reflected that the response rate was lower than typical years</li> <li>➤ The Council recommended that videos should be archived to provide resources to future Councils if the need for additional training or review arises</li> </ul>
9	Share Code of Conduct Review Timeline	Roni	10 min	<ul style="list-style-type: none"> <li>➤ Roni shared the Code of Conduct timeline for November-February with anticipated goal of February to send potential changes to the Board of Education</li> <li>➤ Roni previewed the Code of Conduct review template</li> <li>➤ Roni will link the Code of Conduct in the minutes for the Council to review prior to next month</li> </ul>
10	Plan to Share Building Goals	All	5 min	<ul style="list-style-type: none"> <li>➤ The following Council members will obtain 2020-2021 goals and Dispute Resolution panel members from the Building and Curriculum Councils</li> </ul>

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				<ul style="list-style-type: none"> <li>• ECS: Naomi Foley</li> <li>• Primary: Cindy Riley</li> <li>• Intermediate: Gisela Armbruster</li> <li>• Junior High: Tara Hopson</li> <li>• Senior High: Kristina Sykes</li> <li>• Curriculum Council: Sharon Hodownes</li> </ul>
<b>Closing</b>			<b>10 min</b>	
11	Review assigned tasks	Minute Taker	2 min	
12	Set agenda and roles for next mtg.	Facilitator	2 min	<ul style="list-style-type: none"> <li>➤ Review Code of Conduct</li> <li>➤ Building and Curriculum Council Goals and Dispute Resolution framework</li> <li>➤ Dispute Resolution Process framework</li> </ul>
13	Parking Lot Attendant	Facilitator	2 min	
14	Roundtable	All	4 min	

**Future Meeting Dates:**

Dec. 16	Jan. 20	Feb. 24	Mar. 24	Apr. 28	May 19	June 9
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**Location:** Zoom      **Time:** 3:45-5:00

[CODE OF CONDUCT](#)