

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

Date and Time: November 19, 2020

Location: ZOOM

Roles:

Facilitator: Brian Siesto

Time Keeper: Brian Siesto

Minute Taker: Joan Randall

Members: Chelsey Arcangeli (teacher), Laura Avissato (teacher), ~~LeeAnne Birkemeier (teacher)~~, Rod Engels (teacher), Meghan Fatzinger (teacher), Michele Moore-Haarr (parent), ~~Jean Olson (parent)~~, Ryan Pero (student), Joan Randall (CSEA Rep), Gayle Reh (parent), Vivian Richelsen (teacher), Grace Rydzynski (student), Brian Siesto (administrator), 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 ZOOM meeting to order and welcomed the group.							
2	Approve minutes of prior meeting dated: 10/22/20	Vivian Richelsen made a motion to approve the minutes from the 10/22/20 meeting. Chelsey Arcangeli seconded it. Motion carried.							
3	Review Agenda	Brian Siesto reviewed the agenda.							
Guest(s) (if any)									
4	Guests								
Old Business		15 minutes							
1									
New Business		60 minutes							
1	Budget Presentation	<p>Brian Siesto shared a Powerpoint with the Council on how the financial budget is determined at the high school. The annual process begins in November and ends in June. All stakeholders have input in the creation of the budget. Although the majority of the budget is salaries and benefits, most requests are met each year.</p> <p>Budget categories include:</p> <ul style="list-style-type: none"> • Curriculum + Supervision – workshops/test administration (approx. \$5000 annually) • Administration – office supplies, Professional Learning Communities, awards (approx.. \$10,000 annually) 							

		<ul style="list-style-type: none"> • Teaching – equipment, supplies, textbooks (approx. \$ 198,000 annually) • Co-Curricular – all clubs, graduation (approx. \$50,000) <p>Budget Timeline:</p> <ul style="list-style-type: none"> • Building principals meet with District Office administration • Building administrators talk to department chairpersons • Building principals build budgets and submit them to the Business Office in early January • Purchase orders are created and approved in the spring <p>The 2020-21 HS budget is \$262,355, an increase of \$981. Our projected student enrollment is 1390 students with a budget of \$ 187 per pupil spent.</p> <p>Every year the community votes to approve/disapprove a school budget. If the district is looking to increase the tax cap, it must pass with a 60% yes vote. If a budget were to fail, the district must develop an efficiencies list to implement instead.</p>
2	Online Learning Expectations	Brian Siesto shared with the group the “7-12 VSCD Remote Learning Expectations” document that was shared with our school community of students, families and educators this week. Brian asked for input from the Council on their thoughts on this document.
3	Full Remote Plans	Brian Siesto shared with the group the plans if Victor High School would convert to an all student remote scenario due to Covid 19. If the Ontario County Health Department makes this decision, VSH would continue the current Monday/Tuesday (blue cohort) and Thursday/Friday (gold cohort) scenario for two weeks. If the closing would be extended, we would convert to a four day Monday (A Day), Tuesday (B Day), Thursday (C Day) and Friday (D Day) class schedule. During the four block class day, synchronous instruction must take place for a minimum of 42 minutes or longer based on the needs of students or the topics covered. A council member requested that a Google document be developed so each teacher to post their Zoom links on a weekly basis to improve communication with students and their families.
Closing		
1	Review Assigned Tasks	<p>Agenda for next meeting:</p> <ul style="list-style-type: none"> - Mental Health Initiatives - Improved Communication between home and school <p>Person(s) Responsible for the 12/17 Meeting: Roles: Facilitator: Brian Siesto Time Keeper: Brian Siesto Minute Taker: Joan Randall</p>

Future meetings: 3:00pm-4:30pm via ZOOM

Thursday, December 17th

Thursday, January 21st

Thursday, February 25th

Thursday, March 18th

Thursday, April 22nd

Thursday, May 20th