

Victor Primary School

VPS Council Minutes

January 15, 2021

Zoom
7:45 a.m.

Facilitator: Danny Dehm

Notetaker: Leah Kedley

Members: Jessica Balduzzi, ~~Chris Chilson~~, Julie Larson, Mike Musselman, ~~Jeff Distritto~~, Marissa Smith, Leslie Summerson, Dana Zink, Lisa Bennett

Guests:

Minutes

#	Topic/Subject			
Opening				
1	Welcome	Facilitator	1 min	Introductions of all given that Lisa Bennett is the new Grade 3 representative invited to join the Council. Danny thanked the parent reps for extending their time at the meeting to listen and provide feedback about the 100% Remote Plan that was shared with VPS staff. Chris Chilson's email request re: capturing this parent feedback within the meeting minutes was noted.
2	Approve minutes	Facilitator	3 min	The December 11, 2020 meeting minutes were approved as written
3	Review agenda	Facilitator	1 min	Board of Education Policy Review: N/A VCS Parent Compact: N/A Goal 1: Two-Way Communication Goal 2: Brainstorming Virtual Field Trips Roundtable
4	Introductions	Facilitator	5 min	N/A
Guest Presentation			0 min	None
Old Business			0 min	None
New Business			30 min	

6	Committee Work		15	<p><u>Two-way Communication Plan</u></p> <p>Clarity regarding this goal was sought and the following was shared regarding consolidating and minimizing information:</p> <p>Parents recognized that when questions were posed, they received support from staff regarding materials at home; Information comes to parents in many, varied ways including to student emails; some parents discover recently that items were being posted and parents were unaware; parents concerned about not receiving communication survey/communication in general; could a consistent platform across the school/district be considered (SeeSaw, Remind, Google class w/out parent portal/participation)...a platform that allows for participation form parents/caregivers; questions about EdLaw2D compliance and free accounts (Remind/SeeSaw); communication feels scattered and it is confusing as to where to find information; there is an email for every transaction between adding new data to the classroom and notices</p> <p>Teachers noted that they were asked to send out a monthly newsletter although some do it weekly/bi-weekly; there has been limited direction regarding whether these newsletters should be electronic or paper; some teachers met w/ M. Linse re: training in the various options; it was understood that Remind/SeeSaw were extra that people were doing to have increased parent participation in the classroom in addition to a newsletter; some teachers have backed off weekly emails so families are not inundated; The VLS posts are 1X/week videos and are not sent to google classrooms; there is additional monthly information that comes from the school in the form of a S'more; Special Ed Teachers have their one google classroom which includes links to the related services</p> <p>The ideal:</p> <ol style="list-style-type: none"> 1. For parents to easily discern what student work is completed and what is left; A centralized place for parents to know where they stand as parents are concerned with information they miss (i.e.; emails to student accounts); students know where to go for classroom work but then receive emails from Specials 2. To have a quicker, unified dashboard that shows "50% completed on this day"; consider that perhaps parents need more support
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7	Add Meeting Date(s) If Needed			None needed at this time.
Closing			5 min	
8	Review assigned tasks	Minute Taker	1 min	Danny will schedule a meeting with the subcommittee and Ashley and Michele to occur between now and the next meeting scheduled for February 12.
	100% Remote Presentation to Parent Group			Danny provided an overview of the 100% Remote Plan for the parent group to ascertain feedback and perspective that would be helpful in moving forward in the event the plan would be required. Feedback was as follows:

				<p>Mike: the posture, preparedness, and presentation of the plan is in the right place recognizing it is all flued; demonstrates confidence to the community at large in the event we must move in this direction; it maximizes resources while keeping learning in the forefront; it is just that....a plan and everyone will do their best to execute as we have done thus far</p> <p>Julie: It is good to be flexible based upon her perspective of a 100% remote environment in the school she works at; it is important to have a school plan that can be more adaptive rather than following a bell schedule; the plan allows for more flexibility with some synchronous experiences for the SEL elements and also allows for AIS which is critical; day to day interaction is necessary; the varied opportunities which go beyond (ii.e.; enrichment) service is important</p> <p>Jessica: appreciative of the work; knowing there is a plan that can be implemented it necessary provides comfort and reassurance due to current uncertainty; being proactive goes a long way with parents</p> <p>Marissa: great; appreciates what it took to pull these details together; it would be doable for her child although she also recognizes that while her children do fine with remote learning she is aware that others struggle; questions potential broadband issues with multiple students and parents who may also be working at home</p> <p>Consider a contingency plan for connectivity and broadband needs</p> <p>Question: What is the level of autonomy for the Superintendent to make this decision? What metrics will be considered most closely?</p> <p>Messaging suggestions:</p> <ul style="list-style-type: none"> *Important to show the schedule without times (consider slide w/ blue/gold background) *Expectations of students attending live instruction for families will be important to highlight if/when district moves to the 100% Remote Plan *Reassure flexibility that supports students, particularly SWSN, and the ability to communicate both parent to teacher and teacher to parent if/when district moves to the 100% Remote Plan
10	Set agenda and roles for next mtg.	Facilitator	2 min	<p>Review of meeting minutes</p> <p>Virtual Field opportunities-Continue discussion</p> <p>Subcommittee Report</p>

				Roundtable
11	Parking Lot Attendant	Facilitator	2 min	None
12	Roundtable	All	4 min	None

Next Meeting Dates:

Friday, February 12, 2020: 7:45 - 8:45 a.m. through Zoom

Friday, March 19, 2020: 7:45 - 8:45 a.m. through Zoom

Friday, April 16, 2020: 7:45 - 8:45 a.m. through Zoom

Friday, May 14, 2020: 7:45 - 8:45 a.m. through Zoom

Friday, June 11, 2020: 7:45 - 8:45 a.m. through Zoom

Our Working Agreements:

- Begin and end meetings on time.
- Maintain confidentiality when prudent. This will be stated in the conversation.
- Be prepared.
- Be respectful of others while listening with an open mind.
- Active participation for everyone is encouraged.
- Ensure all members state their position and/or opinion in the decision making process.
- Promote constructive, solution-focused discussions.
- Employ responsible, positive communication with diverse constituents by actively seeking their opinions and input when appropriate.
- Recognize members represent a constituency within the school community.

Guest Protocol:

- Welcome the guest.
- Provide introductions.
- Share working agreements/norms.
- Guests may provide input but will not participate in the consensus process.
- Should the guest desire to address the Council, they will be given 3-5 minutes to speak. Council members may vote to allow the guest additional time to speak. Guests who are invited based on Council goal work may be given additional time in the agenda.
- The topic the guest will be speaking about will be included in the agenda when it is known in advance.
- The order of a guest's opportunity to contribute will be determined by the facilitator.