

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

**Date and Time:** September 23, 2021

**Location:** ZOOM

**Roles:**

Facilitator: Brian Siesto

Time Keeper: Brian Siesto

Minute Taker: Joan Randall

**Members:** Chelsey Arcangeli (teacher), Laura Avissato (teacher), LeeAnne Birkemeier (teacher), Amber DeRosa (student), Meghan Fatzinger (teacher), Catherine Ginther (student), Sharon Hodownes (parent), Necia Marchetti (parent), Joan Randall (CSEA Rep), Gayle Reh (parent), Vivian Richelsen (teacher), Brian Siesto (administrator), Ashley Wagner (teacher), Emma Werkmeister (student), and 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
<b>Opening</b>		5 minutes						
1	Welcome/Call to Order	Brian Siesto called the meeting to order and welcomed the group.						
2	Approve minutes of prior meeting dated: 5/20/21	Vivian Richelsen made a motion to approve the minutes from the 5/20/21 meeting. Gayle Reh seconded it. Motion carried.						
3	Review Agenda	Brian Siesto reviewed the agenda and welcomed the group to the first meeting of the year.						
<b>Guest(s) (if any)</b>								
4	Guests							
<b>Old Business</b>		15 minutes						
1	Group Norms and Working Agreement	Brian Siesto spoke of the Shared Decision Making Training that happened on September 13 <sup>th</sup> . Building Council reviewed the Group Norms and Working Agreements and suggested that the "Communication" be added as #9 to Working/Agreements.						
2	Visitor Protocol	The committee suggested that #7 under Visitor Protocol be changed to "If a virtual meeting is required, a Zoom invitation will be extended. An updated version of the Group Norms and Working Agreement and the Visitor Protocol will be created for next month's meeting.						
<b>New Business</b>		60 minutes						
1	Meeting Dates, Times and Locations	Meeting dates were discussed and agreed upon. They will be held in the High School Library Nook (unless otherwise notified) from 3:00pm-4:30pm on the following dates: <div style="display: flex; justify-content: space-around; margin-top: 10px;"> <span>Thursday, October 21<sup>st</sup></span> <span>Thursday, February 17<sup>th</sup></span> </div>						

		Thursday, November 18 <sup>th</sup> Thursday, January 20 <sup>th</sup>	Thursday, March 24 <sup>th</sup> Thursday, May 19 <sup>th</sup>
2	Discussion of 2021-2022 VSHS Building Goals	<p>Brian Siesto shared with the group the draft of this school year's Building Goals that the administrators and teacher leaders worked on this summer during their 3 day retreat. They are as follows:</p> <ol style="list-style-type: none"> <li>1. Ensure high-quality instruction, teaching and programming opportunities for all VSHS students/staff</li> <li>2. Increasing Diversity, Equity, and inclusion for all students at VSHS</li> <li>3. Continue to provide Social-Emotional Learning and Support to all students at VSHS</li> </ol> <p>Each of the 3 goals have sub-goals which are divided among the building administrators with specific action plans created for each sub-goal. These focus areas will drive the individual goals for each administrator for the 21-22 school year.</p> <p>The Building Council Committee began to review the goals and will revisit them at the next meeting.</p>	
3	Creation of Building Council goals/action plan/future topics to 21-22		
<b>Closing</b>			
1	Review Assigned Tasks	<p>Agenda for next meeting:</p> <ul style="list-style-type: none"> <li>- Updated Group Norms and Working Agreement and the Visitor Protocol</li> <li>- Continue review of the 202-22 Building Goals</li> <li>- Creation of Building Council goals/action plan/future topics for 21-22</li> </ul> <p>Person(s) Responsible for the 10/21 Meeting:            Roles: Facilitator: Brian Siesto            Time Keeper: Brian Siesto            Minute Taker: Joan Randall</p>	

*Future meetings: 3:00pm-4:30pm, Library Nook*  
*Thursday, October 21st*  
*Thursday, November 18<sup>th</sup>*  
*Thursday, December 16<sup>th</sup>*  
*Thursday, January 20<sup>th</sup>*  
*Thursday, February 17<sup>th</sup>*  
*Thursday, March 24<sup>th</sup>*  
*Thursday, April 21st*  
*Thursday, May 19<sup>th</sup>*