

## MINUTES

### VIS Building Council

Date: 12/20/21

VIS Room 164

Time: 7:45AM

#### Roles:

Facilitator: Katie Ackley

Minutes: Staci Thibodeau

Time Keeper: Melissa

Murphy

**Members:** Kevin Swartz, Katie Ackley, Melissa Murphy, ~~Gisela Ambruster~~, Staci Thibodeau, Sara Mead, Ryan Hall, Gayle Reh, Alison Sheridan, Colleen Saar, Lisa Shaw, Michele Maloney

		Minutes
#	Topic/Subject	
<b>Opening</b>		
1	Welcome	
2	Approve minutes of 11/15/21	<ul style="list-style-type: none"><li>• Gayle Reh made a motion to approve the minutes, Lisa Shaw seconded the minutes</li></ul>
3	Review Agenda	<ul style="list-style-type: none"><li>• Presentation by Karen Finter, Director of Science and Mathematics and Kristin Williamson Director of Humanities and Professional Learning</li><li>• Scheduling Update</li><li>• Transition Information</li><li>• Covid Update/Questions</li></ul>
<b>Guest Presentation</b>		
4	Karen Finter, Director of Science and Mathematics and Kristin Williamson Director of Humanities and Professional Learning	<ul style="list-style-type: none"><li>• Upon joining the district, Kristin and Karen reviewed reports from Program Reviews and visited departments to understand needs and priorities</li><li>• Recognized the need for consistency within and beyond buildings</li><li>• Working with curriculum council to develop a model process for developing curriculum</li><li>• Priorities: Consistent K-12 writing process, prioritizing needs for summer curriculum writing, and ensuring that all curriculum writing is overseen through the Office of Instruction</li><li>• Recognizes the reciprocal relationship between curriculum and schedule</li></ul>

		<ul style="list-style-type: none"> <li>● Kevin reflected that there are a number of areas we need to address across K-12</li> <li>● Consider the work of the District’s Strategic Plan as we move forward in the months ahead as we continue to hold discussions around schedule</li> <li>● Long-range planning for curriculum could include integration of ELA/Social Studies and Math/Science. This would allow for flexibility in content delivery; Kristin will continue to look to hold discussions for teacher teams around understanding when digging into the standards and considering how to align to our work</li> <li>● Question about 6– 8 Grade bands and whether that would impact integration; Kristin reflected that that would not have a significant impact on ELA/SS; Karen shared that the impact would be more significant around math and science; This would require support, communication, and collaboration across grades</li> <li>● Kevin spoke to the importance of flexibility as we consider long-term schedule shifts</li> </ul>
<b>Old Business</b>		
5	VIS Master Schedule	<ul style="list-style-type: none"> <li>● Staci provided an update on the current status of the schedule</li> <li>● Continue to slow down the pace for a complete schedule overhaul but are looking for ways to move forward in smaller ways</li> <li>● SPED: Expanding our continuum of services in 6<sup>th</sup> grade to include Resource Room. This model began in 4<sup>th</sup> grade two years ago and has progressed to 5<sup>th</sup> and now to 6<sup>th</sup></li> <li>● Adding another section of 8:1:1 to support students with Social/Emotional and Behavioral needs</li> <li>● While we can move forward in that area, we continue to operate two separate schedules (4 day and 5 day)</li> <li>● Recently, we have had discussions about implementing 5 day schedule. This would bring us in alignment with SPED related services and Music lessons; Down the road, it would provide additional opportunities for adjusting instructional blocks and possibly creating additional homeroom time</li> <li>● Recognize that there are district-wide implications</li> <li>● Question around Health curriculum, particularly given our current Sixth Grade students and the degree to which our 6<sup>th</sup> graders have not had exposure to the health lessons students have had in the past;</li> <li>● Down the line it would be ideal to incorporate health and SEL to increase Tier 1 knowledge for all students</li> <li>● Continued areas of focus down the line would be to maintain flexibility for allocating content minutes</li> </ul>

6	Covid Update	<ul style="list-style-type: none"> <li>Kevin reported that our Covid numbers have stabilized and the DOH has shifted to no longer requiring whole class quarantines</li> </ul>		
<b>New Business</b>				
7	Transition Update	<ul style="list-style-type: none"> <li>Michele provided an update regarding her status as Interim Principal and an overview of the process for the principal search</li> </ul>		
8	Book Room update	<ul style="list-style-type: none"> <li>Book Room – Alison will work on developing a flier to solicit donations</li> <li>Lisa will reach out to Kathleen and Shawna about student council involvement in solicitation of donations and for feedback into interest level of books received</li> </ul>		
<b>Closing</b>				
7	Review Assigned Tasks	Minute Taker	2 min	<ul style="list-style-type: none"> <li>Alison will create a flier for book donations</li> <li>Lisa will contact student council leaders about their involvement in facilitating work in the book room</li> </ul>
8	Set Agenda & Roles For Next Mtg.	Facilitator	2 min	<ul style="list-style-type: none"> <li>Facilitator: Alison Sheridan</li> <li>Minutes: Melissa Murphy</li> <li>Time Keeper: Gayle Reh</li> </ul>
9	Parking Lot Attendant	Facilitator	2 min	
10	Round Table	All	4 min	

**Future Meeting Dates:**

1/24 3:30pm  
2/14 7:45am  
3/21 3:30pm  
4/25 7:45am  
5/23 3:30pm