

**Minutes**  
**VIS Building Council**  
 11/6/2024  
 Location of Meeting: Room 164  
 Time: 3:30

**Roles:**

Facilitator: Lisa Shaw  
 Time Keeper: Alison Sheridan

Minutes: Katie Ackley

**Members:** Jim Mauro, Natalie Sonnevile, Marc Nelson, Katie Ackley, Gisela Ambruster, Laura Colcord, Maren Miller, Lisa Shaw, Alison Sheridan, Rokhsanna Sedeghi, Colleen Saar, Jessica Evangelista, Kara Rogers

Topic/Subject	Person Responsible	Time Allotted	Notes/Next Steps
<b>Welcome</b>		<b>12 mins</b>	
Circle -Share your favorite Fall Holiday tradition	Facilitator	5	
Norms	Facilitator	5	<ul style="list-style-type: none"> <li>● Start and end on time, respect everyone's time, and stay mindful during the meeting. Assume good intentions</li> <li>● Give everyone a chance to be heard, all voices matter, make room for different perspectives, be an active listener</li> <li>● Be realistic with what we can accomplish. Accept non-closure; decisions may take time. Create a plan/focus for the next meeting. Decisions can be made by consensus.</li> <li>● Be a collaborator and commit to the goals of the group and the meetings. Share resources for references. Clearly define roles for the meetings.</li> <li>● Connect in positive ways and enjoy the work we are doing.</li> </ul>
Approve Minutes from last meeting	Facilitator	2	<p><a href="#">10/3/24 VIS Building Council Minutes</a></p> <ul style="list-style-type: none"> <li>● Minutes approved by Lisa, Gisela</li> </ul>
Review Agenda	Facilitator	2	

New Business		35 min	
<ul style="list-style-type: none"> <li>● Determine goals for group <ul style="list-style-type: none"> <li>○ Ways to make building feel smaller</li> <li>○ Staff Belonging</li> <li>○ Monthly character traits</li> <li>○ Morning support for students</li> <li>○ Other ideas?</li> </ul> </li> <li>● What resources do we need to bring to our next meeting to help us accomplish goals?</li> <li>● Take time to find resources in pairs</li> <li>● Discuss creation of yearly calendar to track activities supported by Building Council from last meeting</li> </ul>			<p>Character Trait Outlines</p> <ul style="list-style-type: none"> <li>- <a href="#">Gratitude</a> (November)</li> <li>- <a href="#">Integrity</a> (December)</li> </ul> <ul style="list-style-type: none"> <li>● Discussion on prioritizing goals for the council this year <ul style="list-style-type: none"> <li>○ Combining ideas of brainstorming ways to help our building feel smaller for students while also increasing staff belonging</li> <li>○ Other groups are focusing on monthly character traits/assemblies</li> <li>○ Recognizing positives of bringing grade levels together for assemblies</li> <li>○ Ideas discussed to bring character traits back to the classroom (door decorating, competitions between classes)</li> </ul> </li> <li>● Discussion about looking into adding after school club opportunities <ul style="list-style-type: none"> <li>○ Possibility of support from PTSA/parent volunteers</li> <li>○ Discussion of challenges with logistics (space, supervision, transportation), we would have to carefully look at ways to overcome potential barriers and provide equity for all students</li> <li>○ This would be another way to make the building feel smaller</li> </ul> </li> <li>● Additional discussion around ways to create activities during the school day a few times a year. Perhaps we could tap into the half days for time to organize activities.</li> <li>● We previously had “lunch and learn” sessions that students were able to participate in. We currently have a quilting club during lunch time.</li> <li>● We could potentially look at additional partnerships with other buildings or between grades within our building.</li> <li>● Discussion around restarting early morning homework/instructional support for students. This was previously staffed with aides, and identified students were able to attend 2x per week. Parents shared the struggles with supporting homework. Additional conversation about sending home videos or tutorials to support parents who are not familiar with the current ways math is taught.</li> </ul>

		<ul style="list-style-type: none"> <li>● Could we start a “math literacy night” similar to our reading literacy nights</li> <li>● We may want to research and consider ways to structure our building differently, such as in houses vs. teams</li> <li>● Discussion around creating a monthly list with activities that reoccur every year. This could be a Google Doc with links to activities and resources.</li> </ul> <p><b>Our Focus: Research, develop and implement ways to make our building feel smaller and more connected for both students and staff.</b></p>
<b>Closing</b>		<b>10 min</b>

Set Agenda & Roles For Next Meeting	Minute Taker	2 min	Facilitator- Alison Sheridan Time Keeper- Laura Colcord Minutes- Maren Miller Next meeting- 12/3/24
Parking Lot Attendant	Facilitator	2 min	<ol style="list-style-type: none"> <li>1. Natalie will talk during the monthly admin/PTSA meetings about potential for after school activities facilitated by parents. This could also be a collaboration with Victor Parks and Recreation. Rokhsanna will also look into what is currently available through Victor Parks and Recreation.</li> <li>2. Lisa Shaw will create overview of yearly activities and share with Natalie to add to</li> <li>3. Alison will look into Building Structures and/or Teaming Models from the past</li> <li>4. Natalie/Jim will discuss door decorating idea to tie to character trait, recognize winners</li> </ol>
Round Table	All	6 min	

**Future Meeting Dates:**

- ~~Wednesday 11/6 8:00-9:00 am~~

- Tuesday 12/3 8:00-9:00 am
- Tuesday, 1/7 3:30-4:30 pm
- Tuesday, 2/4 8:00-9:00 am
- Wednesday, 3/5 8:00-9:00 am
- Tuesday, 4/1 3:30-4:30 pm
- Wednesday, 5/7 8:00-9:00 am
- June: TBD If needed