## VJH

### **MINUTES**

# **Building Council**

Date 1/10/17

**Roles:** 

**Facilitator:**Brian Gee

Minutes:
Chris Barnard

Brian Gee
Time Keeper:

Nikki Ryan

Members: Guest:

Sarah Siesto Liz Knapp Maureen Bolger

Regina Muscarella Darlene Cowles

Sue Ibrisimovic

Nikki Ryan

Chris Barnard

Brian Gee

Shawn Baldwin

Jennifer Gallivan

Gayle Reh

		Minutes				
#	Topic/Subject					
Opening						
1	Welcome	Brian Gee				
2	Approve minutes of May 2016 meeting	November approved by: Nikki Ryan, seconded by Gayle Reh December approved by: Maureen Bolger, seconded by Sue I				
3	Review Agenda	Brian reviewed the agenda for the day				
Guest Presentation						
4	Visitor-Liz Knapp Visiting Artist					

Liz shared with building council the visiting artist that will be coming to the Junior High on Friday April 28,2017. The orchestra students would have to miss parts of 2nd or 3rd period to be a part of the workshops being offered. Building council agreed that this was

a great opportunity for the students, Brian and Chris will follow up with Liz to add the date to the building calendar and work through the schedule for the day of the event.

### Old Business

5 Student in Good Standing

Brian shared with the group the most updated "Student in good standing" form with the group. Brian and Chris updated this document after the feedback from the December meeting. The group reviews the phrase at the end of the document and re-words the final sentence to send a clear message. Do we want to pilot this with our students in the Spring for our end of the year activities by grade level and by teams? Brian and Chris can start using this language with our students in the mid-year check-point with kids and teachers. Brian will eventually share this document with all families through his list serve.

Final Draft Absence Form

Brian shared with the group the most updated "VJH Extended Absence Process." The goal to streamline the process was shared through the final document. The start point would be the attendance office to obtain the sheet and the student will be accountable to the teacher when they return from their absence. Brian shared the updated assignment sheet with the group, with the additions that the group suggested in the December meeting. This will be shared with parents, students and faculty in the Spring to be in place for the Fall of 2017. Members wanted to pilot this with a few students in the Spring. The building council will revisit at the end of the year and to start the school year in 2017.

### **New Business**

6 Review of Work
Completed and ID
Next Priorities:

Brian shares completed priorities:

- ★ Title 1 Parent Compact Review
- ★ Prior notification forms for extended absence from school
- ★ Define a VJH Student in "Good Standing"
- ★ Consider adding a student to our building council

Brian discusses upcoming priorities:

- Global Review/Possible Define a VJH Academic Dishonesty Protocol
- Two areas from student survey data: Connectedness and Cyber

Closing					
7	Review Assigned Tasks	Minute Taker	2 min		
8	Set Agenda & Rolls For Next Mtg.	Facilitator	2 min		
9	Parking Lot Attendant	Facilitator	2 min	<ol> <li>Brian and Chris will take next steps in sharing the "student in good standing" document with students, teachers and families for the Spring.</li> <li>Brian and Chris will work with teams to pilot the "attendance document" in the Spring with a select group of students.</li> <li>Look at creating a follow up survey from the information obtained from two years ago. Bring to the next meeting.</li> <li>Review the SH academic dishonesty policy to help create a policy at the JH.</li> <li>Discuss connectedness to building-for future meetings-Reporting out to council at next meeting.</li> </ol>	
10	Round Table	All	4 min	None at this time	

Future Meeting Dates: List the dates of all meetings left to occur

Tuesday 2/14/17 Tuesday 3/14/17 Tuesday 4/11/17 Tuesday 5/9/17