

SALMON BAY Building Leadership Team (BLT) Meeting Minutes

September 30, 2014 - Principal's Office

Facilitator: Linda Illman
Timekeeper: Jeff Callahan
Minutes: Nancy Gruber

Agenda: Minutes, By-Law Progress Report, Upcoming PD Day, Neil Update

In attendance:

Administrator: Neil Gerrans
IA Rep: Nancy Gruber
Specialist Rep: Markos Weiss
2/3-Team: Dave Middleton
6th Team: Katie Hayes
Cascades (7/8th): Jeff Callahan
Parent Rep: Jeannie Czesla

Office Rep: Caitlin Racey
Library: Linda Illman
K/1 Team: Amy Gross
4/5 Team: Brian Williamson
Olympics (7/8th): Connie Gold
Parent Rep: AJ Silva

Pre-Meeting opened with a quick whip around the room to hear snippets of team news, then Linda called meeting to order 7:25.

1) Minutes Discussion: Minutes were sent out via email and there were no corrections, but a discussion developed about the nuts and bolts of BLT rep positions, i.e. Are there term limits? How are reps chosen/elected? Markos wanted to add a monthly "School Culture" check-in at BLT meetings, and it was agreed this is a good idea. After talking it over with several people, Kevin Junker felt there was enough SpEd representation on BLT (Jeff Callahan, Nancy Gruber) so he is stepping down. Nancy missed Jeannie on the last draft minutes email, so she will add Jeannie to the email list. Neil would also like the Agenda included in the minutes. Minutes were then approved.

Action Item: *ALL REPS need to go back to their teams and have a conversation about BLT representation: How should they be chosen? How long should they serve? Etc. We will discuss this further at the next meeting.*

2) Bylaw Discussion: Linda started the conversation where we left off at the last meeting with a discussion about committee formation. She suggested the following committees as a starting point: Technology, Safety/School Climate, K-8, and Student Assessment. To gather feedback and further committee suggestions, Linda asked each rep to offer their ideas. Comments included: "committees need consistency for effectiveness", "parents need to be on committees", "alternative ed would be a good committee", "literacy committee", "we need a strong start up process for committees, but have managed to start some committee work in an adhoc way", "school climate committee separate from safety", "transition committee especially at K & 6, perhaps as

part of K-8 committee”, “combining committees as much as possible”, “arts integration committee”, “perhaps a ‘green’ committee”, and “staff induction committee”. Neil noted that expectation for BLT members would be to serve on only one committee. Linda added that librarian would likely need to either advise or be a member of a number of those committees suggested (i.e. literacy, technology, etc). Neil thought perhaps one person could move this agenda forward because there is so much going on (pre-camp!) today. Jeff volunteered to draw up a chart of possible options to be shared at next full staff meeting to get input.

Action Item: Jeff Callahan will draw up a chart of possible committee options to share at an upcoming full staff meeting to get input.

3) Upcoming Professional Development Day 10/10/14: Brian noted that there is an K-5 math training that morning that most K-5 staff are attending. Neil shared a handout with lots of SPS PD offerings, but he shared that he and Darren are crafting a plan for us to have some time together as a staff in the afternoon. Neil is hoping to have most staff return to the school for some SB staff programming after lunch on the 10th. Other PD ideas offered up included: Is it possible to carve some time out that afternoon for committee meetings? Amy suggested that some collaboration time to process the math input from the morning would be useful. It was noted that there would likely be a number of middle-school PD meetings in the morning. Jeff added that SpEd staff will be out all day at required trainings, along with P.E. staff.

4) Neil Update:

BLT Budget: Last year some folks signed documents about removing stipends from some positions, but Neil is still clarifying some details about those documents. To gain more insight, he solicited input: Katie recalled signing a document eliminating team leader stipends last year. Neil’s understanding is that schools generally allocate about \$4,300 for BLT stipends; this amount is normally divided among BLT members. Neil is willing to add to that, if that’s what we agree upon, but we need a plan. Brian advocated for splitting the funds available. Nancy noted that if we have one person step into the facilitator (setting agendas, running the meetings, etc.), and possibly those who take, revise, and disburse minutes might get a bit more compensation due to time commitment, or the duties could be dispersed among the group.

CSIP is due November 3rd, so Neil hopes we can plan to spend time on that at our next meeting.

Next Meeting: Next meeting proposed for October 14 and 28. 7:20am in Neil’s office. Katie will step up to Chair our BLT up until winter break.

Submitted by Nancy Gruber