

SALMON BAY Building Leadership Team (BLT) Meeting Minutes

Tuesday, May 12, 2015 - Principal's Office

Agenda: Minutes, Decision Making Document, BLT Membership Openings, Hiring Update, Pre-Thinking 2015/16 Professional Development, Team Reports

In attendance:

Administrator: Neil Gerrans

IA Rep: Nancy Gruber

Nurse/Counseling Rep: Markos Weiss

2/3-Team: Dave Middleton/absent camp

6th Team: Katie Hayes *

Cascades (7/8th): Jeff Callahan

Parent Rep: Jeannie Czesla

*Acting Chairperson

Office Rep: Caitlin Racey

Library/Specialist: Linda Illman

K/1 Team: Amy Gross

4/5 Team: Brian Williamson

Olympics (7/8th): Connie Gold

Parent Rep: AJ Silva

Asst. Principal: Darren Frink

1) MINUTES: from 4/21/15 approved and will be sent to staff and community.

2) Katie brought the meeting to order at 7:25.

3) Decision Making Matrix Input (Part of Bylaws) -Since our last meeting, Katie and Neil adapted a decision-making handout from Washington Middle School. This newly drafted document was handed out for review. The 2-sided document had a 3-column chart on one side that showed various kinds of school decisions, such as CSIP, Master Schedule, Budget, etc., who/what groups give Input, and who/what group(s) is/are responsible for the decision itself. Groups involved are often FOSB, Administration, Principal, SEA reps, BLT, Grade Level Teams, Hiring Teams, etc. The document also defined 'consensus' generally as acquiring agreement on a decision by 2/3 of a voting body. The other side of the document showed a flow chart for decision-making.

Various small corrections: were made to the decision making chart, specifically changing "PTSA" to "FOSB", eliminating some groups we don't have and adding in some committees we do (such as Scheduling Committee giving input on Master Schedule).

Concerns: Linda also suggested we clarify grant "in-school" and "outside school" grant request classifications. Jeff was a little concerned that the 'shared' decision making looks a little thin in the chart currently reads, particularly around Master Scheduling. He cited last year's unpopular blocked middle school math decision an example of too little input. Connie and Neil both noted the pragmatic problems with engaging too many people in the early master scheduling process, partly because of the hectic time of year this work happens and partly because the work takes a particular skill set, but they both acknowledged Jeff's concern. It was suggested that, perhaps, we could insert a small clarifying sentence/paragraph about the Master Schedule to reflect the need for varying input year to year and communication with whole staff. This seemed acceptable to the group. Markos reported that his team wants to be sure to have an opportunity to review impact of scheduling changes (such as math class rearrangements that took place earlier this year) somewhere in our decision making process. Running out of time, we left the process with a couple of wording additions/subtractions and the possibility of adding two short explanatory sentences or paragraphs: 1) for in-school and out-of-school

Grant Requests, and 2) to show the fluid nature of MASTER SCHEDULING decision input since impacted groups changes each year.

ACTION ITEM: Members email suggested ideas or language for the two potential sentence/paragraph changes listed above. Katie and Neil will craft those new paragraphs.

4) BLT Membership Openings for 2015/16: Per our new ByLaw guidelines, it looks like there will be several BLT member changes for next year: Both FOSB Reps, and Markos' position. In addition, Primary and 4/5 Teams may have a switch, but that still . Other teams may have BLT rep changes we don't know about at this time. Our longer 2015/16 pre-planning meeting will be held next week on Wednesday, May 20th (early release time and into the evening). It would be great for any incoming (FOSB or staff) BLT members (chosen using the procedures outlined in the Bylaws) are welcome and encouraged to attend the extended BLT meeting next Wednesday.

5) Quick Hiring and Staffing Update: We are interviewing for our open Kindergarten position later this week as part of Phase I hiring and Neil has a hiring team in place. As with most years, we will, no doubt, have some other staffing changes, so Neil has been posting upcoming hiring training classes so we can build up our potential hiring team pool.

6) Pre-Thinking Professional Development Focus for 2015/16: Some suggestions for next year's PD were: RULER training (behavioral program discussed at previous meetings), Alternative Ed., Mental Health Training, Project Based/Hands-on Learning, Differentiation, and Inclusion Practices. Some of these suggestions could be grouped, perhaps. This led to a thoughtful discussion about our Salmon Bay values and teaching practice, and what PD would be most effective across the whole K-8 community. The possibility of a thematic piece to the training might be interesting. Neil will present the various options to the staff at tomorrow's All Staff Meeting, so we'll get more input from break-out groups there.

7) FOSB Budget meeting vote is on Thursday. Neil asked who would be willing/able to attend that FOSB meeting. Caitlin , Amy and Neil were already planning to attend, and Nancy volunteered to come, if needed, too.

Action Item: Neil, Amy, Caitlin and Nancy will attend FOSB budget vote meeting on Thursday, May 14, 2015, 7pm.

8) Quick Team Reports/Input:

Markos – Team wants to have clear behavior expectations before we start next year. His team also wants to have input/discussion on the fall-out of curricular math training at some point with general staff. No other teams had a report.

8) Next meeting is our longer planning meeting on Wednesday (early release) May, 20th from about 3:30pm until 7pm. Lots of work to get through! Neil will arrange some dinner and Nancy will make some treats.

Submitted by Nancy Gruber