

BLT Retreat: August 22nd 9-12pm

9-9:30 Welcome, Introductions

- New Team Roles (facilitator, recorder, timekeeper, process watcher)

Facilitator	Rena	Next mtg: Sunny
Recorder	Stevie	Andrea
Timekeeper	Angela	Lisa
Process Watcher	Dorothy	Mel

9:30-10 Wrap up old business

- I. Report from BLT Training (Stevie, Alia, Angela)

- *BLT shapes the culture*

- *BLT members represent not just their voice but their constituents/stakeholders*

- *Parent reps have the responsibility to have a consistent way to share out*

- *Rena would like to add a student voice to BLT perhaps thru interview of student(s)*

- *Racial Equity Analysis Tool to look at BLT matters including CSIP*

- *Utilizing BLT to bolster the I to We culture*

- II. Budget Review

- III. CSIP Review

- *District focus is on 3rd Grade Reading*

- *Seattle Super Readers initiative - Rena has additional ideas around all school reading.*

- *Gap Closing Goal: No Level 1 students for ELA/Math in Grades 3-5*

- *Whole School Goal: All Kids make 1 year's growth in reading*

- *School Culture Goal: "Respect"*

- IV. Updates to Family Handbook: Dogs on the Playground, Drop-off/Pick-Up, School Supplies, IXL

- *Dogs on the playground/building not allowed 7:35-2:35 unless service animal*

- *Drop-off/Pick-up: will be updated in Family Handbook; proposal for a kid drop-off zone, coordinate with bus drivers to drop-off all the way up to crosswalk, add teacher duty to receive students at the drop-off zone. Pick-up proposals: teachers need to walk students out, staff member in charge of end of day dismissal, revisit the map of*

dismissal/possible classroom changes, revisit where classes line up. Students may not climb over the fence at drop-off or pick-up.

V. Updates to Staff Handbook/Curriculum Handbook: School Supplies, School Teams, Compensation for Sudden Teacher Absence, IXL, Social Committee Dues/Expectations

**Compensation for Sudden Teacher Absence- BLT reps talk to teams (action item)*

**IXL will be added to Handbook*

**School Teams: Social Committee has to be formalized - proposal is to have a Social/Events Coordinator, add to Leadership Roles. Formalize the action of how we handle money - will now go thru Lisa via/ bank account. Lisa can co-chair (money) along with coordinator (planning). Coordinator write up what events are included under this umbrella. Angela has volunteered to co-chair.*

**Proposal to add Arts Team*

**School Teams will be revisited on Wednesday whole staff to determine changes*

VI. Spanish Enrichment Option

**Staff honors prior Spanish enrichment decisions.*

Action Items	Who?	Support Needed
Compensation for Sudden Teacher Absence	BLT Reps - next meeting	
School Teams	BLT Reps- next meeting	Time on Wednesday to meet with teams

10-10:15 Break

10:15-11:00 New Business

1. Update By-Laws, Membership

**Move “Keep Children at the Center of all we do” to top of Norms.*

**Update roles*

**Note add labels “informational, action, or discussion” on agenda*

**BLT responsibilities to add 48 hours via email for communicating to delegates*

**If a BLT member is absent it is on the member to read notes and communicate with delegates*

**Minutes will be available on the PTA website (with link from Alki website)*

**BLT will determine a CBA aligned voting process at a future BLT meeting*

- *Eliminate Decision Making Matrix line item “Grant Requests”
- *Eliminate Cultural Climate line item from Decision Making Matrix
- *Proposal to add lunchroom guidelines to staff handbook, BLT reps to talk to delegates about procedures and processes- Rena will provide guidelines

2. School Allergy Proposal (Nurse Allison)

- *Staff discussions will take place among staff around food as incentives/rewards and school-wide snack policy
- *Rena will discuss with transportation regarding food on the bus
- *Allison will continue to send health reports to teachers

3. PTA Update/Report (Tom & Ali) - did not attend (tabled)

- *Rena shared a Parent Code of Conduct that reflects our Alki Way, add a process for how issues are dealt with- Rena will provide a proposal and will bring back to BLT (see action items)

4. Assembly Calendar Draft, High5 Friday

- *Strategically aligned to character traits, allows for increased student voice, lesson plans provided to teachers. First Friday 9/13 parents/staff encouraged to line the sides of the hall to high5 all students on their way in.

5. Family Resource Center

- *Proposal to change P2 into a Family Resource Center including computers, counseling space, makerspace, etc. A process will be created for how to reserve the space.

6. Increased BLT Communication

7. Family Education/Discussion Series Proposal

- *Family lecture/discussion series - supports around cyber bullying, how to talk to your kids about race, health nights, etc. Lafayette & Gatewood will join us (schools & PTA).

8. Any new business?

- *Student Handbook - will include character traits, behavioral expectations, spaces for reflection on character traits, Alki Seagull Passport, technology agreement, Alki Reads (blank), RULER supports, student reporting form. Purpose is a resource for students.

Action Items	Who?	Support Needed
Revisit mission to clarify what students are achieving	BLT future meeting	
Minutes from BLT added to PTA website	Rena/Mel speak to Ali	

<p>All Staff Vote need to create a transparent process</p>	<p>BLT -next staff meeting</p>	
<p>Food as Incentive/Prize</p>	<p>Discuss with staff</p>	
<p>School Wide Snack Policy</p>	<p>Discuss with staff</p>	
<p>Parent Code of Conduct</p>	<p>Rena will bring a proposal to BLT</p>	

11-11:50 PD Calendar 19-20

***Focus on Science/Art/PBIS**

11:50-12:00 Closing

- I. Next Meeting's Agenda (see above) Oct 14th