ALBANY HIGH SCHOOL

BUILDING LEVEL TEAM (BLT)

Agenda/Minutes

Meeting Date: May 22, 2012

Meeting Time: 3:00-4:15 p.m.

Meeting Place: Room 125S

Facilitator: Mike Karp

Notetaker: M. Rogers

Timekeeper:

Members:

Melanie Bennett		Dale Getto		Jaimie Miller		Russell Rush		**Advisory:**		Nicole Eschler	
George Benson		Chris Haertel		Sentaria Murray		Lisa Thomson		Tresa Diggs		Doreen Mitchell	
Cheryl Brannock		Stan Harper		Kevin Rockwood		Cecily Wilson		Jodi Commerford		**Guests**:	
Tim Farry		Michael Karp		Michelle Rogers		Michael Elliot		Nicole Lindeman			
Ashley Finke		David McCalla		Karen Rogotzke							

Team agreements (norms):

- ✓ *Decisions will be made through consensus without fault (do no harm)*
- ✓ *Michelle Rogers is the note-taker and Cecily Wilson will be the backup note-taker*
- ✓ *Time-keeper will rotate*
- ✓ *Agenda will come out ahead of time with Please Read and Please Bring items*
- ✓ *A complete list of attendees will be on all agendas and minutes, if a member has not attended a minutes meeting, their name will be stricken from the list for the minutes*
- ✓ *Commit to the time slot, provision of seating for late-comers and will not go back on the agenda*
- ✓ *Resignations will not be filled after the end of the second quarter of a school year*
- ✓ *Any subcommittee created by the BLT will be co-chaired by a BLT member and non-BLT member*
- ✓ *Subcommittee liaisons will provide a status update at each BLT meeting.*

Please bring/read: Please review updated SIG monitoring document—in particular, the "Next Steps" column. If your committee work is doing additional relevant work or you have comments or suggestions, please bring to meeting.

	Agenda Topic	Goal Met?	Presenter	Time Allotted
1	Minutes Outcome goal: Feedback – approve minutes and submit to historical record		Mike Karp	5 minutes
2	New/Continuing Members/Meeting Schedule Outcome goal: Information and feedback – Provide information on new and resigning members and setting up summer meeting dates and school year schedule		Mike Karp	10 minutes
3	BCTL Update Outcome goal: Information – provide update on changes in BCTL role /function		Dale Getto	5 minutes
4	Task Force Presentation Outcomegoal: Information and Feedback – Review of JIT and top priorities and development of communication plan to disseminate vision and goals.		Dale Getto	40 minutes
5	Good of the Order			5 minutes
6				

Discussion

Action Items	Owner	Status	Due Date	Comments

Parking lot:

Next Meeting: .
Proposed upcoming meeting dates to meet in Room 125S