

BLT Minutes
April 18, 2010
3:30 – 5:00pm

Attendees

Rich Conner, Bev Clonch, Lisa Reeves, Carrie Wheeler, Bobby Mullins, Phil Crocker, Linda Cutler, Lily Ulmer, Melissa Denke, Kathy Bledsoe, Shirley Rybock, Lisa Bogen, Margaret Bolger

Celebrations

World Cultures week was fabulous. Everyone seemed to agree that having a separate day to experience the foods of Africa worked well. Kids loved it.

Minutes

Minutes approved and seconded for March 23rd meeting.

BLT Membership

Bev discussed BLT membership for the 2010/2011 school year. The list of current returning parent members was reviewed in terms of the ages of members' children as well as Spectrum and general education representation. It was agreed that new parent membership would be selected based on representation gaps as well as the qualifications of the candidate. Of the 5 qualified applicants, 3 candidates were selected based on the representation needs of the committee.

Budget

Kathy provided a status update on the 2010/2011 budget. .2 FTE Counselor was funded and .2 FTE for the part time PE teacher along with the additional .1 FTE for the nurse. The counselor role is new to Lawton but one that has been on our wish list for some time. She also discussed the school's cash reserves and additional funds being added to Lawton's reserves but stated that no decisions have been made at this point. The current proposal has been presented to the PTA and Kathy is awaiting a response.

Volunteer Coordinator

Kathy stated that Lawton is reinstating the volunteer coordinator position as a 10 hours per week position paid by the PTA. This position is not new to Lawton. The volunteer coordinator position was funded at a lower level this year than in years past. The proposed funding will be increased for 2010-2011 with enhanced responsibilities, reporting and measurable outcomes. The coordinator will monitor volunteers and tutors throughout the school. It will be an open posted position. The interview process will begin in May 2010. All agree that volunteers are a huge resource at Lawton. We'd all like to utilize this resource most effectively. A suggestion was made that a "lead" room parent be appointed to organize room parents.

C-SIP Plan

Kathy discussed the C-SIP and provided a summary document for the BLT. She considers herself a strategic planner for the school and hopes to begin work on the

2010/2011 C-SIP over the next couple of months. Phil offered to assist Kathy as she develops Lawton's strategic plan for next year. He will work with staff next year to develop the C-SIP within the new word document.

5th Grade Camp

Melissa summarized the issue surrounding 5th grade camp to be one of funding. Two funding issues were highlighted including IslandWood fees and student tuition. Lawton currently attends IslandWood but has considered other camps in the past. IslandWood provides a 4-day and 3-night camp for 5th graders where students participate in experiential and project based work fulfilling the state outdoor education requirement for science. The IslandWood program is more expensive than other options available. Many of the BLT staff members agreed that IslandWood is an excellent program as compared to the other less expensive options and recommended we continue with the IslandWood program. Bev motioned that Lawton continue attending IslandWood in the future. This motion was seconded and agreed to by most BLT members.

The second issue is student tuition. Each family pays approximately \$300 per student to attend camp including transportation costs. A payment plan was established for the current school year enabling families to make 3 installments to pay for camp over the course of several months. However, in general, the student fundraising effort has lacked consistency. Some of the issues discussed included varying costs from year to year, staff stipend, payment plans, communication etc. Lawton has offered scholarships as needed in the past and would like to continue to do so. Lisa Reeves offered to develop a proposal of how to manage the IslandWood program in the future. She also offered to develop a written staff stipend policy. Melissa stated that the PTA can help to facilitate fundraising for camp.

A suggestion was made that an IslandWood coordinator position be filled each year by an incoming 5th grade parent to manage the program. Ideally, the coordinator could be appointed at the end of the previous school year.

Student Placement and Spectrum

Kathy stated that she would be sending out a letter to parents in mid May discussing student placement for next year, which will include an explanation of the Spectrum and special education programs. She will provide a draft of the letter to the BLT as soon as it is available.

Summer Learning Packets

Lisa discussed an email from a parent requesting academic resources for families over the summer. A sample of a learning packet was provided; however, all agreed that packets would be cost prohibitive. The BLT agreed that a website resource could be developed for parents interested in academic resources over the summer. Margaret offered to develop a list of resources that could be posted on Lawton's website.

Action Items

- Bev will contact the BLT applicants – April 2010

- Kathy and Phil will establish a process to develop Lawton's strategic plan and C-SIP for next year - June 2010
- Kathy will forward the BLT with a draft of the letter addressing student placement including Spectrum and special education – May 2010
- Lisa Reeves will develop a proposal to manage the IslandWood program – May 2010
- Lisa Reeves will develop a written teacher stipend program for IslandWood – May 2010
- Margaret will develop a resource list for summer learning – May 2010

Next BLT Meeting, May 18, 2010, 3:30-5:00pm

Submitted by Margaret Bolger, 5/10/10