

LEGEND: D=Decision • I=Input	District	Principal	All Staff	Impacted Staff	BLT	PTSA	SST	Interview Team	Committee
<u>Budget</u> • BLT-review budget, Develop scenarios to present to staff for input.	I	I	D	I	I	I			
<u>Calendar of School Events</u> • Field trips, assemblies, school sponsored events (ex. open house, curriculum night, etc...)		I	I	D					
<u>Community Partners</u> • Outside Agencies, i.e. Atlantic Street, Invest in Youth, PTSA		D	I		I				
<u>Curriculum Non-Mandated</u> • Ex. Second Step, Envision Math, Positive Discipline, iRead, etc.	I	I	I	D	I	I			
<u>Daily Schedule</u> • School Start/end times, duty, PCP, Lunch, Recess, Academic Blocks, Instrumental Music, ELL/Reading, Coordinating with support staff/itinerant staff, cafeteria use/cleaning		D	I	I					I
<u>Discipline Policy</u> • Positive Discipline, RULER	I	I	D	I	I	I	I		I
<u>Field Trips</u> • Field trip approval packet , funding approval, chaperones/volunteer checks	D	D	I	I	I	I			
<u>Grants</u> • Donors Choose, PTSA opportunity grants, district grants, etc....		I		D		I			
<u>Hiring</u> • Interview committee, screen, develop interview questions, interview, make recommendations		I		I				D	
<u>PTSA Sponsored Events</u> • Grade level events, before/after school enrichment programs, Fall dance, Pancake Breakfast, Annual Fund, Supplemental building budget funding (i.e. staffing/supplies/curriculum)		I		I		D			
<u>School Climate</u> • Evaluating and responding to school climate	I	I	I		D				I
<u>School Tours</u> • Dates, tour group leaders, informational brochures, advertisements/PR..	I	D				I			
<u>Safety</u> • Building Safety Plan, Monitor drills.	I	D	I			I			I
<u>Professional Development</u> • Selecting topics for professional development topics, needs assessment of staff, budget for staff professional development funding	I	I	I	I	D				
<u>Staffing - Grade Level Assignments</u> • Staff can make requests/rank order preferred assignments for administration to consider.		D		I					
<u>Student Assignments</u> • Students on IEP's, PEACE students inclusion seats, Students with 504, Ind. Health Plan.	I	D	I	I					
<u>Assemblies</u> • Times, outside performers, prep of cafeteria, seating arrangements		D		I					I
<u>Mission and Vision of School</u> • Whole staff exercise/development	I		I		D				
<u>CSIP</u> • Continuous School Improvement Plan; Distribute to & review with staff each year			I		D				