

# BLT Meeting Minutes

December 16, 2020

Via Zoom

Present: Gavin Roca; Eli Staub; Christine Griffin; Matt Funigiello; Suzanne Gillette; Tara Miller; Robert McKiernan

## Review of Old Business

- Tying BLT and DLT to shared purpose—contribution to District Mission and Vision Statements
- Identifying ways to support students and staff during the year
- Unfilled seat—Support Staff
- Parent Representative unavailable until January
- Discussion on additional member from faculty and fulfilling or amending bylaws via Board of Education vote

## New Business

- Discussion on Task Force
  - One proposed solution was “build up on tech support”
  - How?
  - Are all Tech staff Teams-literate to train/support faculty?
  - Creation of a Student-Student Teams support page
  - Classroom TV installation
  - Lack of standardized equipment in each room—many rooms unique being a challenge this year
  - Suggest inventory of technology in each room—models, ability to function,
  - Identification of a “Tech Point Person”
    - Hardware?
    - Software?
    - Both?

## Action Steps

- Utilize Teams as primary means of communication among faculty
- Work with IT Department to inventory rooms thoroughly
- Invite IT Department representative to meet with the BLT for further discussion and brainstorming

Respectfully submitted,

Robert McKiernan

