

Lawton Decision Making Matrix - January 2013

ISSUE	Principal	Staff	Affected Staff	BLT	Building Committees	MDT	PTA/Community	Contract Language
<b>Building Leadership</b>								
CSIP Revisions		D		R				III.A.2
Building Leadership Team Composition	SD	SD						II.A.4.b; II.A.4.h
Building Leadership Team Selection		SD		SD				II.A.4.b
Composition/Selection of Building Committees	A	SD		SD			I	II.A.4.a; II.A.4.f; II.A.4.h
Work Tasks - Committee Goals		D		R	R			
<b>Professional Development</b>								
Release Time	D	R		R	R			
Professional Development Calendar				D				II.C.19; II.B
Professional Development Priorities	SD (1)	SD (2)						II.C.5; II.B <i>1) Staff Meetings</i> <i>2) TRI/Early Release Days</i>
TRI Hours		D		R				II.B; IV.D
Collaboration Time		D						IX.P
Staff Meeting Agenda	D							IX.A.4
<b>Curriculum/Instruction</b>								
Supplemental/Alternative Curriculum	SD		SD					II.A.5
Curriculum Mapping/Alignment	I		D					
Assessment Tools	I		D					
<b>Finances</b>								
Annual Budget and Staffing Plan	SD	SD		SD				II.A.4; III.A.2
Procurement of Supplies/Resources	D	R			R			III.A
Financial Requests to PTA	A	SD	R	SD	R			
Grants – applications/use of funds	A		D					
<b>Staffing</b>								
Hiring	D		I		R			VIII.C
Teaching/Staffing Assignments	D		I					IX.B
Room Assignments	D		I					III.A
Tutors	D		I		R			
<b>School Climate</b>								
Building-wide expectations	A	D						II.5
Assemblies (scheduling/content/timing)	A	I			D		I	
School wide events	A	D	R		R		R	
Student Discipline Policies	D	SD						III.F.2

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<b>Operations</b>								
Master Schedule (Duty, PCP)	SD	SD	I		R			IX.C;
Student Classroom Assignments	D		R					IX.D.1; II.A.4.e
Safety/Disaster Plan	D	I			R		I	
Yearly Calendar of school events	SD	SD			R		I	
<b>Family/Community Involvement</b>								
Family Events	A				SD		SD	
School Tours	SD	SD					SD	
Community Involvement	A	R	D				R	

A – Approval: Approve proposals or recommend modifications, but is not responsible for implementation

D – Decision: Decides plan of action, responsible for implementation, may need to present to other groups for approval

SD – Shared Decision: Jointly decides plan of action, jointly responsible for implementation, may need to present to other groups for approval

R – Recommendation: Builds Proposals to be considered

I – Input: Gives input to inform decision making