



BLT Concern/Solution Form

If you have a concern that you feel the staff needs to find a solution to, please fill out this form. You can either give it to your BLT representative (team leader or PLC content leader), or place it in an administrator's box by the Thursday prior to the BLT meeting (Third Friday of the month). BLT will review these forms at their monthly meetings, and brainstorm possible solutions. BLT will then provide information to the staff regarding potential solutions at staff meetings. Please note, all personnel concerns will be addressed privately by an administrator. Respecting the privacy of any involved parties is critical, and those personnel issues will not go before BLT or the staff.

1. Your name (can be submitted anonymously) _____
2. Date _____
3. Your concern (please be as specific as possible) _____

4. Potential solutions you would like for BLT to consider: _____

5. Any other relevant information _____

6. Would you like to know when the BLT will address your topic? Would you be willing to present your concern to BLT? _____

