

Academic Systems and Accountability

- **Establish Teams**

- **District Team**

- Superintendent
 - Assistant Superintendent
 - Human Resources Director
 - Curriculum and Instruction Director
 - Maintenance and Transportation Director
 - Custodial Director
 - Business Manager
 - Cafeteria Manager
 - Special Education Director
 - Technology Director

- **Admin Teams**

- Superintendent
 - Assistant Superintendent
 - Principals
 - Human Resources Director

- **Academic Teams**

- Superintendent
 - Curriculum and Instruction Director
 - Principals
 - Assistant Principals
 - Instructional Facilitators
 - Special Education Director

- **Leadership Teams (1 per building)**

- Principal
 - Counselor
 - 2 Top Performers
 - 2 Nay Sayers
 - 1 Paraprofessional

- **Grade Level Teams**

- Principal or Assistant Principals
 - Teacher
 - Instructional Facilitators

- **Departmental Teams**

- Principal or Assistant Principals
 - Teacher
 - Instructional Facilitators

- **Rationale for each team and meeting times**
 - **District Team: Meet Bi-Weekly**
 - This team meets on district wide operations such as trip requests, on campus activities, and ongoing projects.
 - Discuss large expenditures current or in the future
 - Discuss all items necessary for the month's board meeting
 - Discuss all state and federal deadlines for the month
 - Law changes
 - Staffing
 - **Admin Teams: Meet Monthly or As Needed**
 - This team meets to discuss operational procedures, academic structures, and expectations for each building
 - Discuss and needs
 - Discuss upcoming events
 - Discuss any issues that need to be addressed
 - State Deadlines
 - TESS
 - Merit Pay
 - Staffing
 - **Academic Teams: Meet Every 30 Days**
 - This team meets to only discuss academic business - no housecleaning items, birdwalking, side conversations academic growth only
 - Curriculum Maps
 - Pacing Guides
 - AR Learning Standards
 - 30-60-90 Plans
 - Student Improvement Plans
 - Walk-Throughs
 - Observations
 - Evaluations
 - **Leadership Teams (1 per building): Meet Monthly**
 - This team meets to discuss in house issues, grading, attendance, handbooks, procedures
 - Opportunity for the principal to create buy in with teachers and give teachers the opportunity to have input in their school
 - **Grade Level Teams/Departmental Teams: Meet Weekly**
 - This team meets on all things student focused
 - Lesson planning
 - Data - current and past
 - Curriculum
 - Testing
 - AR Learning Standards

- **Responsibilities for Each Team Member**

- Each Team member is responsible for a specific artifact that must be turned into the team leader, principal, or superintendent to provide data of progress toward our team goals.
 - Artifacts Examples
 - Walk-Through Data
 - Assessment Data
 - Curriculum Maps
 - Pacing Guides
 - Inventory
 - Student Improvement Plans
 - Handbooks
- Each Team Member is expected to have their artifact and be ready to present rationale and timelines for that artifact.
- Accountability is the key, team leaders can not provide all information needed or provide the documentation needed. This allows for growth for all team members.