

Campus Leadership Team Job Description 2014-2015

Overview

Campuses required to engage in the Texas Accountability Intervention System (TAIS) due to the identification of low performance in the state accountability system [i.e., performance indexes and/or system safeguards] must develop a broad-based leadership team to conduct and monitor activities of the TAIS process. The campus leadership team (CLT) consists of key campus leaders responsible for the development, implementation, and monitoring of the targeted improvement plan, monitoring student performance, and determination of student interventions and support services. The campus leadership team will consist of the campus principal, other campus leader, as well as representatives from:

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| Content area department chairs (secondary) | Grade-level or content teams (elementary) | Counseling department |
| Content area coaches/facilitators | Bilingual/English as a second language (BE/ESL) education program | Special education (SPED) program |
| Career and technical education (CTE) program | | |

Expected Team Member Knowledge Skills and Abilities

- Expert in his/her field.
- Ability to work collaboratively with others within the context of group dynamics.
- Understanding of state accountability and interventions.
- Understanding of the (TAIS) continuous improvement process.
- Ability to problem solve, ascertain key variables needed for school turnaround, and offer solutions.
- Ability to analyze data, assess needs, and make targeted recommendations based on these actions.
- Clear vision of the expectations created by the targeted improvement plan and his/her role in implementation.
- Ability to build peer support for the strategies, initiatives, and redesign activities of the targeted improvement plan.

Team Roles and Responsibilities

- Assists in the gathering and analysis of campus data and assessment of campus needs relating to the performance index(es) or system safeguard(s) causing the campus to be assigned accountability interventions.
- Considering all analyzed data and identified root causes, leads development and implementation of the targeted improvement plan, in collaboration with the professional service provider (PSP) and district coordinator of school improvement (DCSI).
- Monitors student performance.
- Makes determinations about student interventions and support services.
- Acts as liaison to departments, teams, and organizations throughout the campus.
- Monitors the implementation of the targeted improvement plan and provides feedback to the campus intervention team (CIT), if applicable.
- Refines targeted improvement plan strategies and interventions to improve implementation results.
- Assists with the creation and ongoing review of data analysis, needs assessment, and improvement planning processes.
- Collects data to assist in the formative assessments of the targeted improvement plan.
- Conveys accurate initiative information back to teams, departments, etc.
- Serves as a conduit to bring ideas and concerns from constituents back to the entire CLT.
- Identifies problem areas and offer suggestions for improvement.