

## Campus Leadership Team Job Description 2017-2018

### 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 the campus principal and 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 and other campus leaders, such as representatives from:

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 program
Career and technical education (CTE) program		

### Expected Team Member Knowledge Skills and Abilities

- Possesses expert knowledge in his/her field.
- Works collaboratively with others within the context of group dynamics.
- Understands state accountability and interventions.
- Understands TAIS continuous improvement process.
- Possesses sense of urgency in the identification of problems and in the implementation of solutions.
- Is able to problem solve, ascertain key variables needed for school turnaround, and offer solutions.
- Is able to analyze data, assess needs, and make targeted recommendations based on these needs.
- Possesses clear vision of the expectations created by the targeted improvement plan and his/her role in implementation.
- Is able to build peer support for the strategies and interventions in the targeted improvement plan.
- Maintains results-orientation. Promotes the achievement of goals in a spirit of collaboration.

### Team Roles and Responsibilities

- Assists in the gathering and analysis of campus data and root cause(s) through needs assessment relating to the performance index(es) or priority criteria system safeguard(s) causing the campus to be assigned accountability interventions.
- Assists in the development and implementation of the targeted improvement plan based on identified problem statement(s) and root cause(s), 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. Works in collaboration with DCSI and PSP to create needed changes in supports, services, and structures for students to succeed.
- Acts as liaison to departments, teams, and organizations throughout the campus.
- Monitors the implementation of the targeted improvement plan and progress towards goals at least once a quarter and provides feedback to the campus intervention team (CIT), as applicable.
- Makes mid-course corrections to targeted improvement plan based upon the monitoring and quarterly check-ins to improve implementation results.
- Collects data to assist in the monitoring and quarterly check-ins of the targeted improvement plan.
- Conveys accurate strategy and intervention information back to teams, departments, etc.
- Serves as a conduit to bring ideas and concerns from constituents back to the entire CLT.
- Addresses, as appropriate, any campus contributions to district's PBMAS indicators, indexes, and/or safeguards.