Team Formation Guidelines for the CCR Regional Sessions

Team Rationale: The intent of the College and Career Readiness (CCR) Regional Sessions is to bring together local/regional teams representing school districts, institutions of higher education, community organizations and workforce development partners to address CCR for all students. Teams are better equipped than individual participants to improve existing systems and initiatives to meet the needs of all students. Activities during the sessions will be designed for team participation in order to maximize the benefit for all attendees.

During the regional sessions, teams will have multiple opportunities to address a range of relevant resources and supports that offer students the knowledge, skills and experiences necessary for post-secondary success.

Team Configuration: The Department strongly encourages all interested stakeholders to register as teams. Teams can be focused on one district with key community partners, or can be regional with more than one school district, and can be composed of a variety of community and school district leadership roles. These roles may include: workforce development professionals from Workforce Investment Boards and One Stop Career Centers; community college leaders and faculty; community-based organizations who are active partners with schools/districts; district leaders such as superintendents and assistant superintendents; staff who manage any of the Department’s grants geared at increasing college and career readiness; directors of curriculum and instruction; career technical education staff; directors of student services; school principals and assistant principals; school counselors; teachers; staff directly serving English language learners and students with disabilities; graduation coaches; and advisors.

To facilitate the creation of teams, we suggest that interested districts and/or communities identify a team coordinator who has the responsibility for the formation of the team, attending the pre-session webinar and organizing team materials. He/she would also be responsible for registering the other team members. Team size can range from 4 or 5 members to 10 or more members. There is sufficient capacity at each session for numerous teams. Community partners that serve more than one school district in their region will need to determine, in consultation with their school partners, how to participate in more than one team, where multiple district teams are fielded.

Teams participating last year suggested that it is very important to have administrators from the school and district level participating in the team work.

Please feel free to contact any member of the CCR Unit for support in your efforts to create effective teams for these regional sessions:

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