**School Teaming Structures**

*(Adapted from the Committee/Group Self-Assessment and Action Planning (Working Smarter Matrix (Sugai, 2010))*

The following grid can help schools organize and communicate the teaming structures that will be used to support and monitor the implementation and impact of their improvement plan.  It summarizes the types of teams, benchmarks and other data to be reviewed, frequency, who will be responsible, and provides a place to describe which aspects of these teaming structures and processes already exist, and which will be new to the school.  It can also help a school identify if teams overlap and can be combined, if there are any gaps, and whether any new teams need to be created in order to move a certain piece of work forward, or if that work could be accomplished by an existing team. The tool is most effective when all of the teams in the school are represented so stakeholders can see all of the ways adults are organized in service of student learning and success. Some samples are provided for how this can be used.

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| --- | --- | --- | --- | --- | --- | --- |
| **Team** | **Team’s**  **purpose** | **Members** | **Meeting Frequency** | **Data to**  **Review and Frequency** | **Person Responsible** | **Existing or**  **New Team?** |
| **Instructional Leadership Team** | Actively support, monitor, and adjust the key improvement strategies in the school’s turnaround plan  Includes a subcommittee for Climate | Representatives from all grade levels, subjects, and support areas, including ESL, Special Education, Unified Arts teachers, and teacher leaders | Team meets weekly  Data and benchmarks reviewed monthly | Plan benchmarks and all related data | Principal | Existing but was rebranded  May expand to potentially include parents/guardians, students, and community members as advisors |
| **Content Teams** | **Plan instruction** that incorporates the strategies and initiatives stated in Turnaround Practices 2,3,4  Use data as a tool to evaluate their instruction and student progress (TAP 2) | Grade-level content teams  (e.g. all 6th grade math teachers) | Weekly for 60 minutes | Bi-Weekly common assessments | Department Heads; Coaches; Teacher Leaders | Existing but will be rebranded |
|  |  |  |  |  |  | (tab to add more rows) |