

## Facilitation Guide: District Leadership Team

*Why waste your time at another District Leadership Team meeting?*

This learning module is intended to be utilized by District Leadership Teams (DLTs) as they develop their own teams to create opportunities for highly effective teaching and learning within their district from a shared leadership perspective.

<b>Process Agenda</b>					
<b>Time (guide lines)</b>	<b>What</b>	<b>Mode/Purpose</b> A. Question/Assumptions B. Research/Learning C. Contextualizing D. Meta-Crafting E. Reflection	<b>Process/Protocol</b>	<b>Who</b>	<b>Materials/ Equip</b>
10 min	Responsibilities of DLT Survey	To determine the current thinking of the team around DLTs	Team members take the survey individually	Every member on the team	<a href="#">Responsibilities of DLT Survey</a>
10 min	List common assumptions around DLT	Think/write/team/share	Think/write/team/share Compile top 10 assumptions Identify biggest time wasters	Every member	Post its Chart paper top 10
15 min	Read the Power of Beliefs and Assumptions chapter	Research/Learning	Read: <i>4 Square of Role Responsibilities</i>		<a href="#">Chapter 1:</a>

	from Becoming a Learning System resource		<ul style="list-style-type: none"> <li>Teachers read principal's responsibilities</li> <li>Principals read district leaders' responsibilities</li> <li>District Leaders read superintendents' responsibilities</li> <li>Superintendents read teachers' responsibilities.</li> </ul> <ol style="list-style-type: none"> <li>Synthesize bulleted list of responsibilities</li> <li>Create on chart paper: 5 most important responsibilities for each role</li> <li>Share/Discuss</li> </ol> <p>Group creates the district's own common agreements on DLT Roles</p> <p>Responsibilities on 4 Square Graphic Organizer</p>		<p><a href="#">Becoming a Learning System "The Power of Beliefs and Assumptions"</a></p> <p><a href="#">Roles and Responsibilities of DLT Members</a></p>
15 min	Connecting DLT work with Innovation Configuration Map	Contextualizing	<ul style="list-style-type: none"> <li>Read the 5 levels on this revised IC Map</li> <li>Discuss and identify the current status of their DLT</li> <li>Looking at Level 5,</li> </ul> <p>Where are We?</p>		<p><a href="#">DLT One Pager</a></p> <p>IC Map Level 1: Learning Communities</p> <p>Cycle of Continuous Improvement</p>

			<p>What do we need to do to hit Level 5?</p> <p>What do those bullets mean for OUR team?</p> <p>Along with the NGLN goals, Create an action plan/working beliefs statements that will be the foundation of their DLT. This is what we believe and this is what we're going to do so our DLT meetings are not a time waster.</p>		
10 min		Meta-Crafting	<p>Changing challenges into possibilities</p> <p>How might you communicate the DLT work with all stakeholders?</p>		NGLN Goals
5 min		Reflection	<p>If we were wildly Successful what might our DLT look like?</p>		Chart paper of ideas
3 min		Evaluation	<p>Team completes the evaluation of the learning module</p>		