

School Leadership Team Roles and Responsibilities

A School Leadership Team guides and supports RTI²-A + RTI²-B implementation at the school level. The team is responsible for aligning RTI²-A and RTI²-B systems and practices through ongoing and data-driven action planning. It meets regularly for continuous improvement of instruction and intervention for all students, across grade levels and content areas.

What are the functions of the School Leadership Team?

Before creating a School Leadership Team, consider the team's function rather than the individuals on the team. The School Leadership Team is expected to:

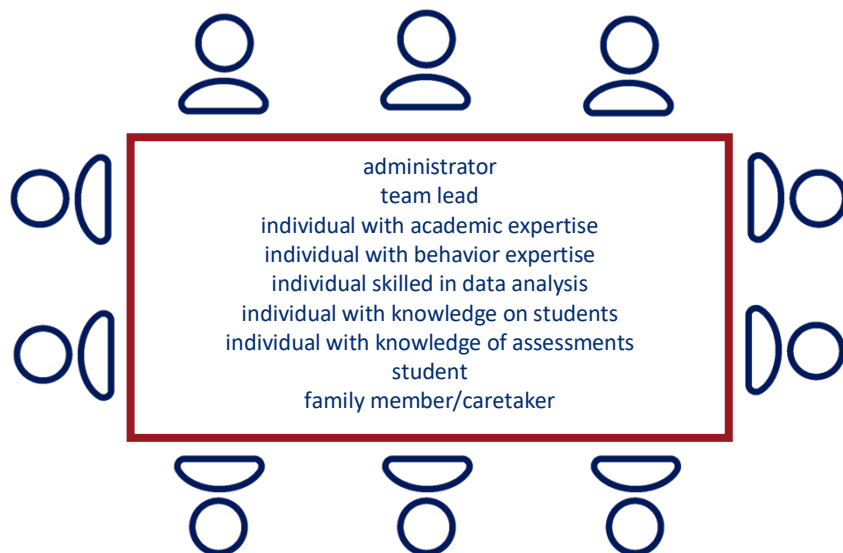
- develop, oversee, and evaluate school-wide implementation procedures;
- include members with cross-disciplinary expertise to address the needs of the school population;
- use data to determine school-wide instructional priorities for each academic year;
- use data to identify and address the instructional needs of groups and individual students; and
- engage students, families, and other key partners in implementation efforts.

Who serves on the School Leadership Team?

The School Leadership Team should include cross-disciplinary representation. Team members should have collective expertise in data-based decision making and the intensification of instruction and intervention (academic and behavior). Whenever possible, family, student, and community representatives should be included.

The School Leadership Team can be formed as a new team or by combining existing school teams. Consider these possibilities as you establish a School Leadership Team:

- Can members be added to an existing RTI² team to fulfill the functions of the School Leadership Team?
- Can existing RTI²-A and RTI²-B teams be combined?
- Is a new team needed to ensure the responsibilities of the School Leadership Team are met?



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Tennessee TSC is a member of the Tennessee Technical Assistance Network (TN-TAN) and funded under Grant Contract with the State of Tennessee to provide training & support to schools and districts.

Team members should include the following:

- an administrator;
- a team lead;
- an individual with academic expertise (e.g., general education teacher, grade level representation, special education teacher, ELL teacher);
- an individual with behavior expertise (e.g., school counselor, behavior specialist, social worker, special education teacher);
- an individual skilled in data analysis (e.g., instructional coach, school psychologist);
- an individual with knowledge of students (e.g., related arts teacher, front office staff, support staff);
- an individual with knowledge of assessments used school-wide;
- a student, when appropriate; and
- a family member or caretaker, when appropriate.

What are the major responsibilities of the School Leadership Team?

It is the responsibility of the School Leadership Team to:

- Attend all training opportunities.
- Create the school-wide vision and implementation plan.
- Train all school staff on RTI²-A + RTI²-B.
- Monitor and evaluate effectiveness by completing fidelity measure.
- Attend monthly meetings.
 - Analyze school-wide and student data to identify needs.
 - Use universal screener data to assess overall school and student risk.
 - Use data within a problem-solving model to address school and student need.
- Share school-wide data and outcomes with school staff.
- Review and revise the RTI²-A + RTI²-B action plan based on fidelity measure and school-wide data.