

PLC Guide: The following is a sample protocol that school administrators or teacher leadership teams might use to reflect upon current leadership culture and vision. This should take approximately 45-60 minutes.

Topic for Discussion: Leadership teams will be given tools and resources for reflection on their current structures. The goal is to assist leaders in building capacity in their teacher leaders, as aligned in the TEAM Admin Rubric.

Step 1:	Download the PowerPoint entitled “Key Question 5” from the “For Leaders” section of the TNCORE website . The leadership team should have a copy of the TEAM Administrator Rubric, as well.
Step 2:	<ol style="list-style-type: none"> 1. Review the PowerPoint entitled “Key Question 5”. 2. Answer the following questions independently, then discuss as a group: <ol style="list-style-type: none"> a. Who is on our school’s leadership team? b. What is my vision for our school’s leadership team? c. What evidence do I have that would suggest the members of our leadership team is empowered to be leaders in our school? d. What are some responsibilities that administration could begin to share with teacher leaders?
Step 3:	<ol style="list-style-type: none"> 1. Look at the TEAM Administrative Rubric 2. Focus on domain A1: Capacity Building 3. Highlight key leader actions at the 3 level and then at the 5 level. 4. Note HOW leadership is being shared at each level, what do you notice? 5. Repeat this process for domains B1: Leveraging Educator Strengths and C4: Teacher Leaders 6. Discuss in your team the differences in leadership for a level 3 leader and a level 5 leader.
Step 4:	<ol style="list-style-type: none"> 1. Ask each member of the administrative leadership team to list 5 responsibilities they are in charge of. 2. Pick one or two that could be shifted to a teacher leader. 3. How will you support that teacher in the new responsibility? 4. How will you react when they don’t handle the task exactly like you would?
Step 5:	<ol style="list-style-type: none"> 1. Complete the 3-2-1 Key Question #6 Reflection. 2. Commit to carrying through on the one thing you will put into practice.
Step 6:	<p>Additional Resources:</p> <ul style="list-style-type: none"> • As a leadership team read the book “The 17 Indisputable Laws of Teamwork” by John Maxwell. • Search on Google for the video entitled, “The Law of Significance” by John Maxwell. • Listen to podcasts by John Maxwell and Andy Stanley, or other leaders in the field of shared leadership.