

Guiding Coalition Job Description

Overall Mission:

A team of people dedicated to ensuring high levels of learning for all students.

Essential Tasks:

(Taken from Taking Action: A Handbook for RTI at Work, by Mattos, Buffum, and Malone.)

- Build consensus for the school's mission of collective responsibility.
- Create a master schedule that provides sufficient time for team collaboration, core instruction, supplemental interventions, and intensive interventions.
- Coordinate schoolwide human resources to best support core instruction and interventions.
- Assist with articulating essential learning outcomes across grade levels.
- Ensure all students have access to grade-level core instruction.
- Ensure that sufficient, effective resources are available to provide Tier 2 interventions for students in need of supplemental support that fosters student engagement.
- Ensure that sufficient effective resources are available to provide Tier 3 interventions for students in need of intensive support in the universal skills of reading, writing, number sense, English language, motivation, attendance and behavior.
- Continually monitor schoolwide evidence of student learning.
- Attendance at scheduled school year meetings outside of the normal work day.
- Attendance at summer meetings as scheduled.

Guiding Coalition Reflection / Application

Name:

Date:

Member Status: Current _____ New _____

(Current member) As a current member of the guiding coalition, please write a summary that captures the accomplishments, celebrations, and opportunities ahead as you reflect about this past school year.

(New Member) After reviewing the expectations, please share the qualifications and positive attributes that you bring to the guiding coalition.

(Current and New) As you enter a new school year as a member of the Guiding Coalition, please submit two goals you hope to accomplish in this leadership role:

Goal 1:

Goal 2:

***Submit application to your building level principal.**