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Accreditation & Design  
2022-2023

## Building Leadership Team: [Overview & Expectations](#)

### Team Leads:

- Building administrators and teacher leaders

### Team Membership:

- All buildings should have a building leadership team that is composed of 12-20 volunteer or appointed staff members.
- BLTs should contain committees that are working on each of the school improvement indicators selected. Committee membership should adhere to the following minimum guidelines:
  - PreK-6: One member from each grade level team, one special education representative, one administrator, and a specials teacher
  - 7-12: One member from each department (including special education) and one administrator
- Two members of the building leadership team, plus the building leader, will serve on the district leadership team.

### Meeting Expectations:

- The BLT will meet at least one time each month.
- One PLC meeting each month can be used for BLT meetings.

### Responsibilities:

- Building teams choose at least three indicators based on one of the three areas listed below. Indicators selected should include action steps with SMART (Specific, Measurable, Attainable, Relevant, Timely) goal. The BLT will create and monitor action steps that pertain to each indicator. Title I buildings will need to be actively working on five indicators.
- The BLT will prepare reports for the Building Site Council and District Leadership Team.
- BLTs should focus on creating and monitoring action steps that pertain to each indicator.
- The BLT will support committees in presenting their indicator, action steps, and evidence of progress to all staff members at least once a quarter.
- Building leadership teams will conduct a needs assessment once a year, in the spring, that will include data on current indicators, progress toward indicators, and indicators completed. The needs assessment instrument will be provided by the district's Teaching and Learning Department.



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### **Meeting Dates & Times**

- August:
- September:
- October:
- November:
- December:
- January:
- February:
- March:
- April:
- May: