

Novato Unified School District
District Leadership Team Invitation

TO: All Certificated Staff
FROM: Jim Hogeboom, Superintendent
SUBJECT: District Leadership Team
DATE: February 3, 2016

Background

The District Advisory Committee, composed of a wide variety of district stakeholders such as parents, students, teachers, administrators, classified staff and community members answered the “what” question: What skills do our students need to have to be successful in the 21st Century? They identified six skills that NUSD students should develop and demonstrate proficiency through their time in our schools. These skills are: Collaboration, Communication, Critical Thinking, Conscientious Learner, Cultural Competence and Character.

Purpose

The purpose of establishing a District Leadership Team (DLT) is to involve teachers and administrators in the implementation of the NUSD Graduate Profile and the six identified 21st Century Skills (Collaboration, Critical Thinking, Communication, Conscientious Learner, Cultural Competence and Character). Now that the 6 C’s have been identified, it is important for the teaching professionals to determine the more difficult question: How do we ensure that these skills are taught, assessed and mastered? This is the role of the DLT.

Scope

The DLT will address issues around professional development, assessment, instruction and curriculum design.

- Develop Professional Development Plan for the District (including recommendations on how to effectively spend the Teacher Effective Dollars)
 - Including recommendations for how to use Staff Development Time, Minimum Days and other collaborative PD
- Designing rubrics aligned to the 6 C’s to provide common understanding of what they look like in the classroom
 - 5th, 8th and 12th grade level authentic assessments (ie. portfolios, senior projects, student led-conferences, exhibitions)
- Develop a plan on how to integrate skills into the classroom
 - Include on the elementary report cards
 - Possible Middle School report card
 - Aligning grading practices to provide students feedback about their skill development
- Intersection between the skills and Project or Problem Based Learning

Timeline

DLT meetings are scheduled to take place after school from 4:00 to 6:00 each month until May. The team may decide to spend more time as the development of rubrics this spring could take at least a day of work. By June, we hope to have a plan in place to roll out the 6 C's for the 2016-17 school year.

Invitation

Will you help us? Our students must have engaging curriculum and learning experiences that will capture their interest and get them prepared for an ever-changing and uncertain future. We are looking for interested teacher representatives from each of the levels:

- 1 from Each Elementary School
- 2 from each Middle School and Hamilton
- 3 from each High School

We are also looking for four instructional coaches and four administrators to join the team, bringing the total number of DLT members to about 28 people. All members will receive a stipend of \$1,000 per year, or \$500 for this year. In addition, we are also asking for a multiple year commitment to provide consistency and continuity in planning our main district focus. There could also be some summer work necessary as well.

Application

To apply for the DLT, please fill out the [application link](#) here and it will be reviewed by your principal. **Applications are due by February 10th** as the first DLT meeting will be held on Wednesday, February 24 from 4:00 – 6:00. Thanks so much for your interest!