



## Building a Leadership Team

Instructional leadership is one of the most important aspects of any school leader's job. It is not, however, your only job. With that being said, it is important to develop an instructional leadership team (ILT) that can assist you in transforming teaching and learning in your school.

Outline your instructional team below:

Team Members	Strengths Reasons for Inclusion on the ILT	Duties on the team

**Communication Protocol:** As a team, it will be important to discuss methods of regular communication and collaboration and to proactively identify communication expectations when something unexpected occurs.

Situation	Type of Communication	Documentation of Communication
Daily Communication		
Collaborative Spaces		
Weekly Communication		
Unexpected Event Communication		