

## Supporting Leadership Teams

### Mission of Study Circles:

- To identify, examine, and eliminate institutional barriers to African American and Latino student achievement in Montgomery County Public Schools.

### Goal of Leadership Team Study Circles:

- To become a high-functioning team that has the trust, structures, and confidence to close the achievement gap and ensure that all students are successful.

"...Not only did we develop a community of leaders who is now able to talk about race and the persistent achievement gap at our school, but we came together as a strong, cohesive team to a degree that we had never experienced. We got to know each other's stories and brought levels of trust, commitment, accountability, and shared leadership to new heights..."

*Scott Murphy, principal, Watkins Mill High School, October, 2013*

### Our Approach:

Build the capacity of leadership teams to:

- Engage in honest and productive dialogue around race and equity
- Hear a broad range of experiences and perspectives
- Identify and examine institutional barriers (beliefs, practices, and policies)
- Collaboratively work to eliminate the barriers

### Commitment:

- Information Meeting with Leadership Team
- Two full-day retreats
- Coaching sessions during regularly scheduled ILT meetings, usually every other month.
- Optional Summer retreat



## Planning Check List

The following list will help in planning an ILT study circle. Please contact Study Circles staff with any questions, concerns, or ideas. We are happy to work with you to make this process successful for your school.

- ❑ **Assign a staff person to coordinate logistics**
- ❑ **Provide your School Improvement Plan (if applicable)**
- ❑ **Schedule Dates:**
  - ❑ Information meeting for ILT
    - 30 minutes during a regular ILT meeting.
  - ❑ 2 full-day retreats
    - These are typically within 2 weeks of each other, but we can adapt if needed.
  - ❑ Follow up meetings during regular ILT meetings
  - ❑ 30 minute planning meetings with school contact, principal, and Study Circles Coordinator.
    - Prior to retreat
    - After retreat
    - Prior to follow up meeting
- ❑ **Reserve meeting room**
  - Retreats are usually out of school. There are several MCPS training rooms. Some schools also use community centers that are not in use during the school day.
  - We need a room big enough to put chairs in a circle without tables.
  - We will need an LCD projector and computer.
  - Study Circles staff can work with you to arrange the logistics.
- ❑ **Food**
  - Food is a big part of making a retreat successful. Study Circles is not allowed to spend money on food. The school is responsible for arranging for both breakfast and lunch. Some schools do pot luck or have pitch in.
  - We ask that staff stay at the retreat for lunch which is typically scheduled for 30 minutes.
- ❑ **Substitutes**
  - School is responsible for getting substitute teachers.
  - The Study Circles Program may have funds to pay for subs. Please speak with the Study Circles staff as soon as possible to explore the funding.