

## Implementation Team Charge

*This resource is a draft charge that you can provide to the Implementation Support Team. It outlines the rationale for the work and team norms.*

### **Why Our Work Matters**

When we made the decision to take on the task of implementing new materials in our district/charter network, we did so because we fundamentally believed that it was the right decision for kids and teachers. We know that this process will have challenges, but we also know that with a culture of continuous improvement we can figure it out together. We know that the kids in our care are capable of so much, and we owe it to them to provide them with consistent opportunities to show themselves (and us) just how capable they are. Our teachers work tirelessly every day, and they deserve the resources equal to their effort. As the Implementation Team, we are charged with the lofty responsibility of shepherding these new resources forward and ensuring success in implementation at every level. If we are successful in this, then we should see the fruits of that labor playing out every day in every classroom across our district/charter network.

### **Norms**

- We will be present both physically and mentally.
- We will use our time wisely, starting and ending our meetings on time.
- We will be on time and allow no interruptions to make or take phone calls, etc.
- We will distribute tasks equally amongst members.
- Topics outside the agenda will be documented and tabled for a later time.
- We will address conflict by dealing with the issue, not the person.
- We will ask questions when in doubt.
- We will complete our assigned tasks by our assigned deadlines.

### **Goals**

- The launch of materials goes smoothly (i.e., teachers know how to use materials and have access to the materials and support they need).
- Teachers and students are excited about the materials and use them daily.
- Teacher instructional practice improves over the course of the year.
- Student's learning on aligned, rigorous tasks and assessments improves over the school year.