



## LEADER OF CAMPUS ADMINISTRATOR

#### **BEHAVIORS**

**Description:** Any staff member with supervisory responsibilities over other staff members Any staff member who regularly leads multiple teams – staff typically with direct supervisory responsibilities over the staff members on the team

Any staff member who regularly leads multiple critical processes, projects or functions — with or without direct supervisory responsibility

Position Titles: Associate Principal

#### **INDICATOR**

#### STUDENT-FOCUSED

Delivers positive, equitable outcomes for students

#### DATA-DRIVEN

USES DATA, RESEARCH-BASED STRATEGIES AND EQUITY TO DRIVE DECISIONS

#### MANAGES CHANGE

Adapts to and effectively supports others through change

#### CONTINUOUSLY GROWS

LEARNS AND IMPROVES
THROUGH FEEDBACK,
PROFESSIONAL DEVELOPMENT
AND SELF-REFLECTION

- Establishes ambitious, concrete goals for all teams and firmly believes in every team's ability to meet them
- Proactively and continuously assesses instructional practices and student performance and determines the best methods of adjusting strategies to better meet student needs
- Focuses decisions and actions based on supporting and growing all students and staff, specifically those who have traditionally struggled
- Critically reflects on behaviors to incorporate a culturally responsive approach to working with students, families and teams
- Builds an understanding of both conscious and unconscious bias amongst teams and works to determine ways to combat any negative effect on students and staff
- Uses high-quality data and best practices to continuously review student progress and identifies strategies to achieve campus goals
- Facilitates collaborative analysis of high-quality data and ensures that staff are equipped to take appropriate actions based on data analysis
- Consistently examines campus data for signs of inequity and identifies strategies and resources to address any inequities
- Works collaboratively with campus and district staff to stay current on best practices and research-based strategies to meet the needs of all students
- Frequently observes and effectively coaches others on their instructional practices to ensure that student and staff needs are met
- Builds a culture where change is met with optimism; models flexibility and adaptability to challenges and successes
- Demonstrates initiative and perseverance in bringing about meaningful change
- Fosters a campuswide culture where people engage in conversations that explore the issues, challenges and relationships hindering positive outcomes
- Communicates with team about change transparently including rationale for the change, how it will
  impact them, and what to expect
- Actively seeks and effectively applies feedback from all stakeholders; builds a culture of regularly seeking and providing productive feedback
- Models continuous reflection on own actions and behaviors, accurately identifies areas of strength and growth, and works to improve
- Models a commitment to continuous learning and improvement through engagement in professional learning based on their needs
- Supports facilitation of high-quality professional development that is relevant to the needs of the campus





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Position Titles: Associate Principal

#### INDICATOR

# COMMUNICATES EFFECTIVELY

ACTIVELY LISTENS; RESPONDS AND SHARES INFORMATION IN A THOUGHTFUL AND TIMELY MANNER

#### TEAM-FOCUSED

PROMOTES SHARED ACCOUNTABILITY

# EMPOWERS OTHERS

DEVELOPS AND SUPPORTS LEADERSHIP IN OTHERS

#### CELEBRATES SUCCESS

Encourages and praises Individual and team Progress

- Actively listens to others and responds with an acknowledgement and respect of their perspective; models and encourages this skill in teams
- Is consistently accessible and responsive to all stakeholders through different forms of verbal, non-verbal, and written communication and enforces these expectations campuswide
- Creates tailored communication (verbally, in writing) based upon the audience and the desired outcome
- Works collaboratively to streamline information and messaging to ensure teams have the necessary notice to take action
- Delivers compelling messages to internal and external audiences that demonstrate a shared understanding and connection to campus and district vision
- Models holding self accountable and contributes to a campus culture where staff evaluate their practice and contribution toward campus goals
- Supports the development of measurable campuswide goals that are aligned to campus needs and the district's vision
- Promotes a results-focused culture of cohesion and assuming the best in others; demonstrates a genuine interest in what may be learned from others
- Anticipates and seeks to resolve conflicts that arise within the campus in a professional and constructive manner, and models this behavior for others
- Coaches team leaders on productive conflict management, intervening as necessary
- Intentionally provides opportunities to rising leaders to lead critical tasks and decisions and supports them through this work
- Effectively delegates important tasks and projects to others
- Actively identifies future leaders and invests time and effort into supporting their growth and development
- Develops staff to their full potential through effective feedback that facilitates growth and development
- Coaches staff members to achieve their professional development goals
- Supports team leaders in providing feedback and coaching to their own team members
- Authentically and fairly recognizes and celebrates the accomplishments of students and staff
- Inspires students and teams to accomplish their goals and provides guidance and support in doing so
- Consistently celebrates and rewards individuals and teams who stand out with exceptional commitment and achievements through specific praise and special touches





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Any staff member who regularly leads multiple critical processes, projects or functions — with or without direct supervisory responsibility

Position Titles: Associate Principal

#### INDICATOR

#### BUILDS TRUST

Nurtures strong and trusting relationships with all stakeholders

#### **BEHAVIORS**

- Builds and maintains strong relationships with students, families and staff
- Facilitates a culture of trust with all stakeholders through regular engagement, communication, responsiveness and collaboration to address issues that arise
- Facilitates an inclusive environment where students and staff of all backgrounds can thrive, and advocates for what is needed

#### COLLABORATES

Builds a collaborative and inclusive culture

- Promotes a culture of collaboration and inclusion among stakeholders
- Demonstrates a commitment to the shared vision of the campus and supports this commitment with teams
- Contributes to a school environment where staff are engaging with stakeholders to foster culturally responsive learning that ensures students' learning needs are met

# EMBODIES INTEGRITY

Demonstrates honesty and ethics in all interactions

- Personally models and actively ensures adherence to Spring ISD's core values, guiding principles, and promotion of the mission and vision of the district
- Consistently exhibits honesty, integrity, fairness, stewardship, trust, respect and confidentiality, and maintains this same expectation for campus staff

#### SHOWS COMPASSION

RESPONDS TO THE NEEDS OF OTHERS WITH EMPATHY AND COMPASSION

- Has an effective awareness of the personal and circumstantial needs of students and staff while maintaining professional standards
- Acknowledges significant events in the lives of students and colleagues with care, respect, compassion and genuine empathy





## LEADER OF SCHOOL

#### **BEHAVIORS**

Description: Any staff member who provides strategic direction to a school or a large district department

**Position Titles: Principal** 

#### **INDICATOR**

#### STUDENT-FOCUSED

DELIVERS POSITIVE, EQUITABLE OUTCOMES FOR STUDENTS

#### DATA-DRIVEN

USES DATA, RESEARCH-BASED STRATEGIES AND EQUITY TO DRIVE DECISIONS

#### MANAGES CHANGE

Adapts to and effectively supports others through change

#### CONTINUOUSLY GROWS

LEARNS AND IMPROVES
THROUGH FEEDBACK,
PROFESSIONAL
DEVELOPMENT AND
SELF-REFLECTION

- Creates and maintains a campuswide culture of establishing ambitious goals and supporting each other in accomplishing them
- Proactively and continuously assesses campuswide practices and performance and determines the best methods of adjusting strategies to better meet student and campus needs
- Focuses decisions and action based on supporting and growing all students and staff, specifically those who have traditionally struggled
- Models critical reflection on behaviors to incorporate a culturally responsive approach to working with all stakeholders
- Actively ensures that bias does not negatively impact students, families or staff
- Uses high-quality data and best practices to make decisions and adjust strategies in order to achieve campus goals
- Facilitates collaborative analysis of high-quality data and ensures that staff are equipped to accurately analyze and take appropriate actions
- Consistently examines campus data for signs of inequity with leadership team and decisively determines
  actions with leadership team to address any inequities revealed
- Ensures that best practices and research-based strategies designed to meet the campus needs are implemented effectively throughout the school
- Frequently observes and effectively coaches others on their instructional practices to ensure that student needs and staff are met
- Models a culture where change is met with optimism; demonstrates flexibility and values it in all stakeholders
- Proactively and effectively manages change on large scale under complex circumstances
- Builds and maintains a campuswide culture where people engage in conversations that explore the issues, challenges and relationships hindering positive outcomes
- Expertly communicates with campus about change transparently including rationale for the change, how it will impact them, and what to expect
- Takes ownership of districtwide changes, and their impact on school staff
- Is a model for effectively seeking and effectively applying feedback from all stakeholders; builds and maintains a culture where people value and grow from feedback
- Builds a campuswide culture that values self-reflection; models continuous reflection on own actions and behaviors, accurately identifies areas of strength and growth, and works to improve
- Models a commitment to continuous learning and self-improvement through engagement in professional learning based on their needs
- Ensures that all professional development offered on campus is high quality and relevant to the needs of the campus





### LEADER OF SCHOOL

#### **BEHAVIORS**

Description: Any staff member who provides strategic direction to a school or a large district department

Position Titles: Principal

#### **INDICATOR**

# COMMUNICATES EFFECTIVELY

ACTIVELY LISTENS; RESPONDS AND SHARES INFORMATION IN A THOUGHTFUL AND TIMELY MANNER

TEAM-

**FOCUSED** 

Promotes shared accountability

#### BEHAVIORS

- Actively listens to others and responds with an acknowledgement and respect of others' perspectives;
   models this skill campuswide
- Is consistently accessible and responsive to all stakeholders through different forms of verbal, non-verbal and written communication, and builds a culture of this campuswide
- Creates avenues for two-way communication and seeks feedback through formal and informal channels
- An exemplary communicator tailors communication to the specific needs of a situation or particular audience
- Prioritizes information and communication to stakeholders ensuring there is sufficient notice and time to take appropriate action
- Models a communication style that conveys the urgency and actions aligned to both the campus and district vision

#### Models holding self accountable and creates a culture where staff evaluate their practice and contribution toward campus goals

- Establishes and builds buy-in to measurable campuswide goals that are aligned to campus needs and the district's vision
- Creates and maintains a campuswide culture of cohesion and assuming the best in others;
   demonstrates a genuine interest in what may be learned from others
- Anticipates and seeks to resolve conflicts that arise in a professional and constructive manner and coaches others to do the same
- Creates a campuswide culture where staff are able to identify and productively work through conflicts

# EMPOWERS OTHERS

Develops and supports Leadership in others

- Intentionally provides opportunities to rising leaders to lead critical tasks and decisions and supports them through this work
- Effectively delegates important tasks and projects to others
- Actively identifies future leaders and invests time and effort into supporting their growth and development
- Models a culture of providing actionable, effective feedback that grows and develops staff to its full potential
- Coaches and develops campus staff to help them meet their potential
- Supports and trains leaders throughout the campus in providing effective coaching and feedback

#### CELEBRATES SUCCESS

Encourages and praises Individual and team Progress

- Authentically and fairly recognizes and celebrates the accomplishments of students, staff, and the campus
- Inspires students and teams to accomplish their goals and provides guidance and support in doing so
- Consistently celebrates, rewards, and promotes individuals who stand out with exceptional commitment and achievements through specific praise, special touches, and opportunities
- Creates opportunities on campus to meaningfully recognize and praise staff and students



### LEADER OF SCHOOL

#### **BEHAVIORS**

Description: Any staff member who provides strategic direction to a school or a large district department

Position Titles: Principal

#### **INDICATOR**

#### BUILDS TRUST

Nurtures strong and trusting relationships with all stakeholders

#### **BEHAVIORS**

- Models building and maintaining strong relationships with students, staff, and all stakeholders within the campus community
- Builds a campuswide culture of trust with all stakeholders through regular engagement, transparent communication, responsiveness and collaboration to address issues that arise
- Models building and maintaining an inclusive environment where stakeholders of all backgrounds can thrive and advocates for what is needed

#### COLLABORATES

Builds a collaborative and inclusive culture

- Creates and maintains a culture of collaboration and inclusion, amongst all stakeholders, that
  values input and different perspectives in order to achieve a common goal
- Works with their team to establish a shared vision and ensures everyone is individually committed to accomplishing it
- Creates and maintains a school environment in which campus staff engage with stakeholders to foster culturally responsive learning that ensures individual students' learning needs are met

# EMBODIES INTEGRITY

Demonstrates honesty and ethics in all interactions

- Personally models and actively ensures adherence to Spring ISD's core values, guiding principles, and promotion of the mission and vision of the district
- Consistently exhibits honesty, integrity, fairness, stewardship, trust, respect and confidentiality, and builds this expectation into the culture of the campus

#### SHOWS COMPASSION

Responds to the needs of others with empathy and compassion

- Has an effective awareness of the personal and circumstantial needs of students, staff and stakeholders while maintaining professional standards
- Acknowledges significant events in the lives of students and colleagues with care, respect, compassion, and genuine empathy
- Builds and maintains a campuswide culture of care and compassion



# Leader of Self & Leader of Students

#### **BEHAVIORS**

**Description:** Any staff member without supervisory responsibilities over another staff member

Position Titles: Teacher, Counselor, Clerk, Secretary

#### **INDICATOR**

#### BEHAVIORS

#### STUDENT-FOCUSED

Delivers positive, equitable outcomes for students

- Establishes ambitious, concrete goals for all students and firmly believes in every student's ability to meet them
- Builds a classroom environment and delivers instruction attuned to student needs and continuously reflects and adjusts strategies based on student performance and input
- Is devoted to promoting the achievement and well-being of every student, specifically those who have traditionally struggled in school
- Critically reflects on behaviors to incorporate a culturally responsive approach to working with students and families

#### DATA-DRIVEN

USES DATA, RESEARCH-BASED STRATEGIES AND EQUITY TO DRIVE DECISIONS

- Continuously reviews data to determine progress and gaps in student performance and adjusts strategies accordingly
- Disaggregates data by student population metrics (race, SES, ability, etc.) to determine progress and gaps within all populations
- Consistently delivers instructional practices that demonstrate a keen understanding of and connection to student needs through incorporation of best practices

#### MANAGES CHANGE

Adapts to and effectively supports others through change

- Is comfortable with change and ambiguity and models an openness to change for students
- Is flexible and nimble; adapts behavior and practices to best meet student needs
- Takes ownership of change, and communicates clearly with key stakeholders (e.g., parents, students) about change

#### CONTINUOUSLY GROWS

LEARNS AND IMPROVES
THROUGH FEEDBACK,
PROFESSIONAL
DEVELOPMENT AND
SELF-REFLECTION

- Actively seeks and effectively applies feedback from students, parents and team members
- Continuously reflects on own actions and behaviors, accurately identifies areas of strength and growth, and works to improve
- Demonstrates a commitment to continuous learning and improvement through engagement in self-directed professional learning based on their needs



# Leader of Self & Leader of Students

#### BEHAVIORS

Description: Any staff member without supervisory responsibilities over another staff member

Position Titles: Teacher, Counselor, Clerk, Secretary

#### COMMUNICATES **EFFECTIVELY**

ACTIVELY LISTENS; RESPONDS AND SHARES INFORMATION IN A THOUGHTFUL AND TIMELY MANNER

#### INDICATOR

#### **BEHAVIORS**

- Actively listens to others and responds with an acknowledgement and respect of their perspective; builds this skill in students
- Is consistently accessible and responsive to all stakeholders through different forms of verbal, non-verbal, and written communication
- Articulates the campus and district vision in a clear and consistent way to different audiences

Holds self accountable to meeting individual goals and models this behavior for students Contributes to a results-focused culture of cohesion; demonstrates a genuine interest in what

Resolves conflicts that arise in the classroom or with colleagues in a timely and professional

# TEAM-

Promotes shared **ACCOUNTABILITY** 

# **FOCUSED**

Appropriately uses judgment and discernment in determining when to elevate issues

may be learned from others through authentic, continuous feedback

manner while assuming good intentions

#### **EMPOWERS OTHERS**

DEVELOPS AND SUPPORTS LEADERSHIP IN OTHERS

- Creates opportunities for students to expand and showcase their learning and take on leadership
- Actively identifies student leaders and invests time and effort into supporting their growth and development
- Identifies the strengths of and needs areas for each student
- Encourages and supports student growth and development

#### **CELEBRATES SUCCESS**

ENCOURAGES AND PRAISES INDIVIDUAL AND TEAM **PROGRESS** 

- Authentically and fairly recognizes and celebrates the accomplishments of students and colleagues
- Inspires students to accomplish their goals and provides individualized guidance and support as students take ownership of their progress
- Consistently celebrates and rewards students and colleagues who demonstrate exceptional effort and outcomes through specific praise and special touches





## Leader of Self & Leader of Students

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Position Titles: Teacher, Counselor, Clerk, Secretary

#### **INDICATOR**

#### BUILDS TRUST

Nurtures strong and trusting relationships with all stakeholders

#### **BEHAVIORS**

- Builds and maintains strong relationships with students, families, and staff
- Establishes trust with students, families and staff through regular engagement, communication, responsiveness, and collaboration to address issues that arise
- Creates an inclusive classroom environment where students of all backgrounds can thrive, and advocates for the unique needs of students

#### COLLABORATES

BUILDS A COLLABORATIVE AND INCLUSIVE CULTURE

- Highly collaborative; actively engages and works cooperatively with colleagues and within teams
- Demonstrates a commitment to the shared vision of the campus and builds this commitment in students
- Creates a collaborative and inclusive environment in their classroom where students acknowledge one another's strengths and differences and work well together

# EMBODIES INTEGRITY

Demonstrates honesty AND ETHICS IN ALL INTERACTIONS

- Consistently acts in accordance with Spring ISD's core values and guiding principles in a way that promotes the mission and vision of the district
- Consistently exhibits honesty, integrity, fairness, stewardship, trust, respect, and confidentiality and models this expectation for students

#### SHOWS COMPASSION

Responds to the needs of others with empathy and compassion

- Has an effective awareness of the personal and circumstantial needs of their students and colleagues
- Acknowledges significant events in the lives of students and colleagues, and responds with care, respect, compassion, and genuine empathy





# Leader of Grade Level or Campus Department or Others

#### **BEHAVIORS**

**Description:** Any staff member with project planning and project management responsibilities over other staff members

Any staff member who regularly leads a group – staff with or without direct supervisory responsibilities over the staff members on the team

Position Titles: Coordinator, Grade-level Chair, Department Chair, Assistant Principal

#### INDICATOR

#### UK

#### STUDENT-FOCUSED

Delivers positive, equitable outcomes for students

#### DATA-DRIVEN

USES DATA, RESEARCH-BASED STRATEGIES AND EQUITY TO DRIVE DECISIONS

#### MANAGES CHANGE

Adapts to and effectively supports others through change

#### BEHAVIORS

- Establishes ambitious, concrete goals for all team members and firmly believes in every member's ability to meet them
- Coaches, develops and supports team members to build a classroom environment and deliver and adjust instructional practices that consistently meet the unique needs of their students
- Is devoted to promoting the achievement and well-being of every student, specifically those who have traditionally struggled in school
- Critically reflects on behaviors to incorporate a culturally responsive approach to working with students, families and teams

#### Continuously reviews data across teams to determine progress and gaps in student performance

- Supports team members in accurately analyzing data and identifying best practices and strategies to meet student needs
- Assesses and coordinates data across teams to determine specific needs within each student population
- Works collaboratively with campus and district staff to stay current on best practices and research-based strategies to meet the needs of all students
- Coaches, develops and supports team members to implement the strategies and best practices that meet the needs of their students

#### Is comfortable with change and ambiguity and models an openness to change for students and teams

- Is flexible and nimble; adapts behavior and practices to best meet student and team needs
- Communicates with team about change transparently including rationale for the change, how it will
  impact them, and what to expect

#### CONTINUOUSLY GROWS

LEARNS AND IMPROVES THROUGH FEEDBACK, PROFESSIONAL DEVELOPMENT AND SELF-REFLECTION

- Actively seeks and effectively applies feedback from all stakeholders
- Continuously reflects on own actions and behaviors, accurately identifies areas of strength and growth, and works to improve
- Demonstrates a commitment to continuous learning and improvement through engagement in self-directed professional learning based on their needs





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#### COMMUNICATES EFFECTIVELY

ACTIVELY LISTENS; RESPONDS AND SHARES INFORMATION IN A THOUGHTFUL AND TIMELY MANNER

#### TEAM-FOCUSED

Promotes shared accountability

# EMPOWERS OTHERS

DEVELOPS AND SUPPORTS LEADERSHIP IN OTHERS

#### CELEBRATES SUCCESS

ENCOURAGES AND PRAISES INDIVIDUAL AND TEAM PROGRESS

- Actively listens to others and responds with an acknowledgement and respect of their perspective; encourages this skill in team members
- Is consistently accessible and responsive to all stakeholders through different forms of verbal, non-verbal, and written communication
- Creates tailored communication (verbally, in writing) based upon the audience and the desired outcome
- Ensures that messaging is timed appropriately for teams and stakeholders to take action
- Adapts communication to needs of different audiences to build a sense of purpose and alignment to campus and district vision
- Holds self accountable to meeting individual and team goals
- Uses campus goals to drive the focus and work of the team, providing periodic progress review and timely feedback
- Promotes a results-focused culture of cohesion and assuming the best in others; demonstrates a genuine interest in what may be learned from others
- Resolves conflicts that arise within the team in a timely and professional manner while assuming good intentions
- Appropriately uses judgment and discernment in determining when to elevate issues
- Provides opportunities for team members to expand their reach and lead in different ways
- Actively identifies high-potential leaders and invests time and effort into supporting their growth and development
- Encourages and supports team members through effective feedback that facilitates growth and development
- Provides clear, actionable and developmentally oriented feedback and coaching to team members
- Authentically and fairly recognizes the accomplishments of students and colleagues
- Inspires staff and students to accomplish their goals, and provides individualized guidance and support in doing so
- Consistently celebrates and rewards team members who demonstrate exceptional effort and outcomes through specific praise and special touches





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- Establishes trust with students, families and staff through regular engagement, communication, responsiveness and collaboration to address issues that arise
- Creates an inclusive classroom environment where students and staff of all backgrounds can thrive, and advocates for what is needed

#### COLLABORATES

Builds a collaborative and inclusive culture

- Promotes a culture of collaboration and inclusion among stakeholders
- Demonstrates a commitment to the shared vision of the campus and supports this commitment with team members
- Encourages and supports their teams to create an environment where they are engaging with each other to foster culturally responsive learning that ensures students' learning needs are met

# EMBODIES INTEGRITY

Demonstrates honesty and ethics in all interactions

- Consistently models and acts in accordance with Spring ISD's core values and guiding principles in a way that promotes the mission and vision of the district
- Consistently exhibits honesty, integrity, fairness, stewardship, trust, respect and confidentiality

#### SHOWS COMPASSION

Responds to the needs of others with empathy and compassion

- Has an effective awareness of the personal and circumstantial needs of students and colleagues while maintaining professional standards
- Acknowledges significant events in the lives of students and colleagues with care, respect, compassion and genuine empathy