

**PART ONE**:

1. **Talk**: Discuss with one or two others how the practice reflected in this domain in the box above is important for excellent leadership. (5min)
2. **Write**: Summarize your thoughts about the necessity of this practice for leading a great school. (2min)

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1. **Share**: Share 1-3 phrases that summarize your thoughts on the importance of this practice. (3min)
2. **Agree**: Generate a summary statement that captures the main agreements related to the necessity of this practice. (3min)

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**PART TWO:**

1. **Review**: Review the observation instrument language above for this Domain. (2min)
2. **Highlight**: Highlight/circle the key phrases that distinguish one performance level from the next. Annotate as needed. (5min)
3. **Agree**: Agree on the key similarities and differences between each level of practice. (3min)

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**PART THREE:**

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| **Critical Attributes** |
| * Institute, manage, and monitor operations and administrative systems that promote the mission and vision of the school.
* Seek, acquire, and manage fiscal, physical, and other resources to support curriculum, instruction, and assessment; student learning community; professional capacity and community; and family and community engagement.
* Are responsible, ethical, and accountable stewards of the school’s monetary and nonmonetary resources, engaging in effective budgeting and accounting practices.
* Protect teachers’ and other staff members’ work and learning from disruption.
* Employ technology to improve the quality and efficiency of operations and management.
* Develop and maintain data and communication systems to deliver actionable information for classroom and school improvement.
* Know, comply with, and help the school community understand local, state, and federal laws, rights, policies, and regulations so as to promote student success.
* Develop and manage relationships with feeder and connecting schools for enrollment management and curricular and instructional articulation.
* Develop and manage productive relationships with the central office and school board.
* Develop and administer systems for fair and equitable management of conflict among students, faculty and staff, leaders, families, and community.
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*Guiding Question: For a principal operating at the highest level in this domain, what types and quality of evidence could you use to justify your assessment of this performance?*

1. **Think**: Jot down some ideas and note whether the evidence is indirect or direct. (3min)

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1. **Share**: Share your ideas with the group. (3min)
2. **Identify**: Note areas where the group agrees and where there may be open questions. (5min)

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