## **Major Leadership Functions**

## Name: \_\_\_\_\_

## Leadership Function: \_\_\_\_\_

Expectations	Reflective Questions	Your Responses
It becomes a part of your identity and accountability to lead, not just manage.	What does it mean to have responsibility for this major leadership function?	
Five-Year Vision	Ability to describe what it will look like when it is really going well. Paint the picture.	
Annual Goal	How will it be different in one year?	

Your Data Story for This Leadership Function		
Hard and Soft Data	Baseline and Benchmarks	

Your Communication Plan for This Leadership Function		
Monthly Action Agenda Communication	<ul> <li>What are its implications for the following?</li> <li>Leadership team</li> <li>Staffing support</li> <li>Budget</li> <li>Other administrative support</li> <li>Professional learning</li> </ul>	
Monthly Reports	<ul><li>Stakeholder updates</li><li>Accountability reports</li></ul>	

Retrieved from the companion website for *The Distance Learning Playbook for School Leaders: Leading for Engagement and Impact in Any Setting* by Douglas Fisher, Nancy Frey, Dominique Smith, and John Hattie. Thousand Oaks, CA: Corwin, www.corwin.com. Copyright © 2021 by Corwin Press, Inc. All rights reserved. Reproduction authorized for educational use by educators, local school sites, and/or noncommercial or nonprofit entities that have purchased the book.