Teacher Leadership: **Teacher Tools**

Practicing Equity and Ethics · Building Relationships and Partnerships · Fostering Collaborative Culture · Advancing Instruction and Student Learning · Driving Initiatives

Introduction

The Ohio Teacher Leadership Framework demonstrates the Department's commitment to promoting and advancing teacher leadership in Ohio's schools. The framework is a shared vision that teacher leaders hold the expertise to lead and expand the professional learning opportunities and supports available to fellow educators, enabling them to strengthen the profession and enhance student success (Ohio Department of Education [ODE], 2017). As a result, ODE is providing teacher tools that include a series of collaborative processes characterized by a consistent focus on the teacher leadership components. As a teacher leader, you may use the tools to support, document and reflect on your informal or formal teacher leadership practices. **Note: You may use one or more tools to support your informal or formal leadership practices, but the use of the teacher tools is entirely optional.**

Overview

The tools listed below are compatible with informal and formal teacher leadership practices and are framed around the five components of the Ohio Teacher Leadership Framework (i.e., Fostering Collaborative Culture, Advancing Instruction, Driving Initiatives, Practicing Equity and Ethics, and Building Relationships and Partnerships). These teacher-level tools are designed to support two central processes: (1) Examining teacher leadership practices through inquiry; and, (2) Setting and reflecting on teacher leadership goals.

The above processes may unfold over the course of the school year and are supported by multiple tools, including a:
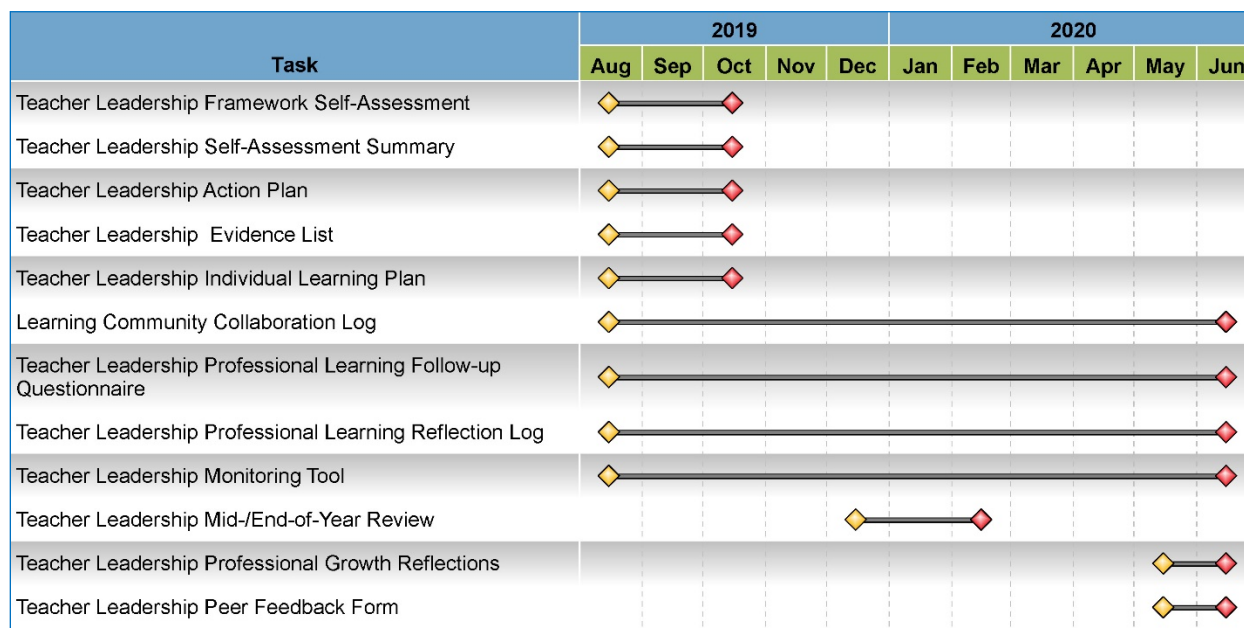
- *Teacher Leadership Framework Self-Assessment*

- *Teacher Leadership Self-Assessment Summary* (alternative format option for self-assessment)

- *Teacher Leadership Action Plan*

- *Teacher Leadership Evidence List* (companion piece to the Teacher Leadership Action Plan)

- *Teacher Leadership Individual Learning Plan*

- *Learning Community Collaboration Log*

- *[Teacher Leadership Professional Learning Follow-up Questionnaire](#)*

- *[Teacher Leadership Professional Learning Reflection Log](#)*

- *[Teacher Leadership Monitoring Tool](#)*

- *[Teacher Leadership Mid-/End-of-Year Review](#)* (alternative format option for professional growth reflections)

- *[Teacher Leadership Professional Growth Reflections](#)*

- *[Teacher Leadership Peer Feedback Form](#)*

The tools may be used sequentially, beginning with one of the two self-assessments, *Teacher Leadership Action Plan* or *Teacher Leadership Individual Learning Plan*, and ending with the *Teacher Leadership Professional Growth Reflections* tool or *Teacher Leadership Mid-/End-of-Year Review*. The *Learning Community Collaboration Log*, the *Teacher Leadership Professional Learning Follow-up Questionnaire* and the *Teacher Leadership Professional Learning Reflection Log* may be used on an ongoing basis depending on action steps taken throughout the year. Figure 1 below indicates a possible administration schedule.

Figure 1. Example Administration Schedule of Teacher Leadership Tools

Task	2019					2020					
	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Teacher Leadership Framework Self-Assessment	◇—————◆										
Teacher Leadership Self-Assessment Summary	◇———◆										
Teacher Leadership Action Plan	◇———◆										
Teacher Leadership Evidence List	◇——◆										
Teacher Leadership Individual Learning Plan	◇——◆										
Learning Community Collaboration Log	◇———————————————————◆										
Teacher Leadership Professional Learning Follow-up Questionnaire	◇———————————————————◆										
Teacher Leadership Professional Learning Reflection Log	◇———————————————————◆										
Teacher Leadership Monitoring Tool	◇———————————————————◆										
Teacher Leadership Mid-/End-of-Year Review					◇———◆						
Teacher Leadership Professional Growth Reflections										◇—◆	
Teacher Leadership Peer Feedback Form										◇—◆	

Teacher Leadership Framework Self-Assessment

This tool helps teacher leaders assess their knowledge and skills, as well as assess their dispositions in fostering collaborative culture, advancing instruction and student learning, driving initiatives and building relationships and partnerships. The assessment is intended to be administered to individual teachers prior to beginning professional learning planning and may be used to identify professional development needs at the individual or group level.

Teacher Leadership Self-Assessment Summary

As part of the goal-setting process, this self-assessment provides teachers with the opportunity to identify specific strengths and areas for growth pertaining to the five components of the Ohio Teacher Leadership Framework and may be used to identify professional development needs at the individual or group level.

Teacher Leadership Action Plan

This tool provides an opportunity for teachers to develop teacher leadership action plans at the individual level. The accompanying *Teacher Leadership Evidence List* gives teacher leaders the opportunity to provide evidence for the teacher leadership practices included in their action plan, as well as provide any additional evidence not specifically mentioned in the action plan.

Teacher Leadership Individual Learning Plan

This individual learning plan may serve as a foundation for advancement and formative assessment throughout the year. This tool provides teachers the opportunity to develop a year-long focus for professional growth framed by the five components of the Ohio Teacher Leadership Framework.

Learning Community Collaboration Log

For teacher leadership practices that are situated in professional learning communities, this tool provides a form to record activities of the learning community.

Teacher Leadership Professional Learning Follow-up Questionnaire

This tool provides a professional development evaluation rubric, designed around the seven standards of the Ohio Standards for Professional Development, for participants to complete after professional development experiences.

Teacher Leadership Professional Learning Reflection Log

This tool provides an opportunity for individual teachers to reflect on professional learning experiences and an opportunity to assess their potential growth in the five components of the Ohio Teacher Leadership Framework.

Teacher Leadership Monitoring Tool

This document provides teacher leaders with an opportunity to document outcomes related to their teacher leader activities. Framed around components of action research, it asks teacher leaders to identify a topic or issue, formulate a research question, take action, collect and analyze data, make changes in practice and assess effects of changes. This tool is intended to ground teacher leadership practices in action research to help demonstrate the benefits of teacher leadership activities.

Teacher Leadership Mid-/End-of-Year Review

The mid-/end-of-year review form provides teachers with the opportunity to reflect at mid- or end-of-year on specific strengths and areas for growth pertaining to the five teacher leadership components of the Ohio Teacher Leadership Framework. Teachers use the tool to document their strengths and areas for growth for each of the components.

Teacher Leadership Professional Growth Reflections

This end-of-year reflection tool provides teachers an opportunity to reflect on their growth in the Ohio Teacher Leadership Framework components at the close of the year and assess how their leadership practices have advanced. It also serves as a benchmark for advancing their leadership capacities for the upcoming year.

Teacher Leadership Peer Feedback Form

The *Teacher Leadership Peer Feedback Form* provides teachers, other teacher leaders or teacher leadership coordinators the opportunity to give feedback to a teacher leader by identifying specific strengths and areas for growth. This is a way to incorporate peer (or 360 degree) feedback into a teacher leader's professional growth.

References

Ohio Department of Education. (2017). *Ohio Teacher Leadership Framework*. Retrieved from http://education.ohio.gov/getattachment/Topics/Teaching/Educator-Equity/Educator-Equity-in-Ohio/Local-Equity-Plan-1/Local-Equitable-Access-Strategies/Ohio-Teacher-Leader-Framework_508_compliant.pdf.aspx?lang=en-US.