

TOOL

School Teams' Organizational Alignment



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School Teams' Organizational Alignment

Purpose

This tool helps clarify how different teams within an organization align to a shared mission, goals, and priorities. It makes visible each team's purpose, responsibilities, and contributions to the larger system so that work is coordinated and coherent.

When to Use

Use this tool when there is confusion about roles, duplication of efforts, or misalignment across teams. It is especially useful for leadership teams, when launching new structures, or when refining how teams work together toward shared goals.

How to Use It

Review the example and identify how team purpose, responsibilities, and membership are clearly defined and connected to overarching goals. Use this structure to map your own teams, ensuring each team has a clear purpose and that responsibilities are aligned and complementary. Use the tool to surface gaps, overlaps, or misalignment, and to guide conversations about how teams can work more effectively together.

School Teams' Organizational Alignment

Example of Rise Up Middle School (See Exhibit 4.7)

Our School's Mission:

Rise Up Middle School provides our students with the social, emotional, and academic skills necessary to find joy in life and learning, to build compassionate communities, and to master the skills and knowledge necessary to be successful in high school.

Rise Up's 2014–15 Goals:

1. 100% of our students who attend at least 95% of the school year will make at least a 20% growth in their reading scores as measured by the XYZ reading assessment.
2. On our annual survey of students, families, and community, 95% of respondents will report feeling welcomed, appreciated, and valued at our school.
3. We will reduce suspension rates and office referrals for our 20 focal students by 80%. On our annual survey, these students will each report feeling supported and cared for by at least five peers and three staff members.

Team	Purpose	Responsibilities	Members *Lead
Leadership team	To uphold our school's mission; to monitor and implement our annual and long-term goals and our strategic plan for achieving these goals. Our team is responsible for all three of our annual goals.	<ul style="list-style-type: none"> Analyze student data—for all students and in depth for our focal students Design and deliver professional development Lead instructional rounds Monitor progress toward goals Evaluate professional development Serve as communication conduits between teams 	<ul style="list-style-type: none"> Principal* Assistant principal Dean Coaches Grade-level Leads Community partnership liaison
Administration team	To ensure the operational and fiscal efficacy of our school so that we can fulfill our mission and achieve our goals. Our focus is on our behavior management systems and on designing interventions for our tier 3 students. Our team is primarily responsible for supporting Goal 3.	<ul style="list-style-type: none"> Design and implement behavior management systems Provide professional development and coaching on behavior management systems Monitor and disaggregate student referral data Collect data on our focal students and share with lead team 	<ul style="list-style-type: none"> Principal* Assistant principal Dean

Exhibit 13.1. © Elena Aguilar, *The Art of Coaching Teams: Building Resilient Communities that Transform Schools*. Jossey-Bass, 2016.

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Example of Rise Up Middle School
(See Exhibit 4.7)

Team	Purpose	Responsibilities	Members *Lead
Grade-level teams	Our team is primarily responsible for supporting Goals 1 and 2. (See Exhibit 4.7) We ensure that the conditions for student learning are optimal and that our culture is one of compassion, community, and collaboration among students and teachers.	<ul style="list-style-type: none"> • Lead culture-building activities with students • Design and implement our advisory program • Align supports for our focal students and analyze their impact 	<ul style="list-style-type: none"> • Grade-level lead* • Teachers • Coaches
Department teams	To ensure curricular alignment between grades; to align literacy practices across the curriculum. Our team is primarily responsible for supporting Goal 1.	<ul style="list-style-type: none"> • Collect data on our reading initiative and on student achievement and share with lead team • Engage in an inquiry process on our reading initiative 	<ul style="list-style-type: none"> • Coaches* • Teachers
Community partnership team	Our team is primarily responsible for supporting Goals 2 and 3. We are the primary links between our staff and our families and external community. We build bridges and connection.	<ul style="list-style-type: none"> • Facilitate parent leadership groups • Design parent involvement activities • Facilitate parent–teacher–staff communication • Lead home visits for focal students • Access community resources for focal students and others 	<ul style="list-style-type: none"> • Community partnership liaison* • Grade-level leads • Dean

Exhibit 13.1. © Elena Aguilar, *The Art of Coaching Teams: Building Resilient Communities that Transform Schools*. Jossey-Bass, 2016.

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