

A Day in the life of a LEAP Leader

What does a day in the life of a LEAP Leader look like?

Since the three primary instructional leadership roles (Assistant Principal, Instructional Coach, and TLI Teacher) are so different, it is important to understand that there is no exact schedule for what a LEAP Leader's day should look like. To help provide more clarity, three sample schedules are provided below.

How many teachers should each LEAP Leader support?

As one of their core responsibilities, LEAP Leaders will be conducting weekly observations and will be providing feedback to each of the core content teachers on the LEAP Teams they led. Based on research on best practices of highly effective observation and feedback models in DCPS and nationwide, the following chart represents the recommended number of teachers to whom each leader can be assigned to provide weekly observation and feedback.

LEAP Leader Role	% Time Dedicated to Teacher Support	Caseload Range for Weekly Observation and 5P Debrief
Assistant Principal	75%	5-7
Instructional Coach	100%	8-10
TLI Teacher Leader with 50% Release Time*	50%	3-4

*TLI teacher leaders should be teaching students for at least 50% of the day. To allow sufficient time for adult leadership work, teacher leaders should be released from 25% to 50% of their teacher duties.

A Day in the Life of Mr. Williams, TLI Teacher

Mr. Williams is a TLI Teacher Leader and 6th grade ELA teacher at a DCPS middle school. He is a LEAP Leader for the 6-8 ELA team, which consists of 3 teachers. Their LEAP team meetings are held on Tuesdays. Below is a sample of Mr. Williams' Wednesday schedule.

TIME	RESPONSIBILITIES
8:00-8:30	5P Debrief with Teacher 1
8:30-12:00	Teach 6 th Grade ELA
12:00-12:45	Lunch
12:45-1:00	LEAP Observation, Teacher 2
1:00-1:15	LEAP Observation, Teacher 3
1:15-2:15	Prep for LEAP Seminar next week
2:15-2:45	5P Debrief, Teacher 2

2:45-3:30	Daily Planning Time
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A Day in the Life of Ms. Winn, Instructional Coach-Math

Ms. Winn is an instructional coach for math at a DCPS elementary school. She is the LEAP Leader for the K-2 and 3-5 Math LEAP teams at her campus, totaling 8 teachers in all. Their LEAP team meetings are held on Wednesday. Below is a sample of Ms. Winn's Wednesday schedule.

TIME	RESPONSIBILITIES
8:00-8:30	K-2 Math LEAP Meeting
9:30-10:00	Intervention, 4 th Grade
10:00-10:40	5P Debrief, Teacher 2
10:40-12:15	Planning Time
12:15-1:00	Lunch
1:00-2:30	3-5 Math LEAP Meeting
2:30-3:30	LEAP Observation (15 min each) for Teachers 3-6

A Day in the Life of Ms. Wilks, AP-ELA

Ms. Wilks is a high school Assistant Principal for ELA. LEAP seminars. In her role as a LEAP Lead, Ms. Wilks conducts observations for 5 teachers on the ELA LEAP Team. The LEAP Seminar for these 5 ELA teachers is led by an ELA Department Chair. The ELA LEAP team meetings are held on Tuesdays. Below is a sample of Ms. Wilks' Wednesday schedule.

TIME	RESPONSIBILITIES
8:00-10:00	AP Responsibilities
10:00-10:45	LEAP Observations (15 minutes each) for Teachers 1-3
10:45-12:30	AP Responsibilities
12:30-1:00	LEAP Observation (15 minutes each) or Teacher 4 & 5
1:00-1:45	Lunch
1:45-3:30	AP Responsibilities