

**Milestone 1:**  
**Design Team Configuration & Membership**  
**Design Team Meeting Schedule**

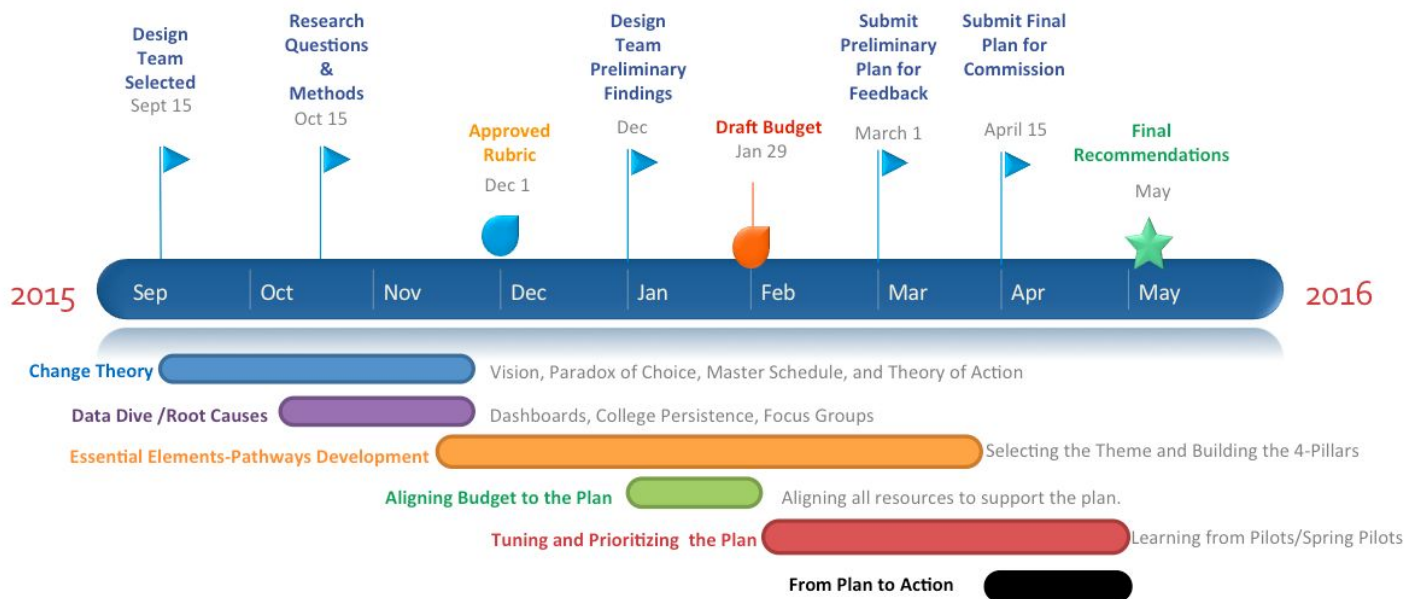


**Due Date**  
**September 15th**

*Background: With multiple school structures and configurations, what constitutes a Design Team can pose some challenges for school communities. This document is to help support your school’s decision making behind the creation of your Design Team/s. Pathways are developed through a combination of bottom up work with a willing group of teachers, students and community members, and top down support from a principal and district leadership. An inclusive design process should support thinking to support all students in the school and support students to develop the skills, habits, knowledge and academic preparation that will ensure that they are college, career and community ready.*

	<b>School Design Teams</b>	<b>Pathway Design Teams</b>
<b>Which Structures</b>	All Schools must have a Design Team focused at the school level including Charter Schools, Large Comprehensive Schools, Small Schools, ISS Schools, Alt Ed Schools)	<b>Skyline</b> -Green, Computer, Education, & VAPA <b>Oakland High</b> -All Pathways <b>Oakland Tech</b> -Health, Comp, FADA, Engineer <b>Fremont</b> -Architecture, Mandela, Media <b>Castlemont</b> -SUDA
<b>Charge of the Design Team</b>	<i>School Design Teams will be responsible for leading the cycle of inquiry grounded in student outcomes that encompasses the entire school population. The School Design Teams should have representation of each pathway so that there is an integration and coordination across the pathways, but also lifts up new opportunities for the school. This team is responsible for the overall planning process for the school and completion of the Education Improvement Plan.</i>	<i>Pathway Design Teams are responsible for a concentrated cycle of inquiry around their pathway outcomes in order to identify areas of success while also using data to uncover areas of growth that will be supported through the overall planning process. The team’s work should complement the work that is happening for the larger school community but specifically focus on outcomes for pathway students.</i>
<b>Membership</b>	<b>Principal</b> <b>Pathway Leads</b> <b>Pathway Coach (if you have one)</b> <b>Teachers (2-3)</b> <b>Students</b> <b>Family Members</b> <b>Community Partners</b> <b>Industry Partners (in potential new pathway)</b> <b>Representation from ILT</b>	<b>Pathway Lead or Co-Directors</b> <b>Administrator (AP)</b> <b>1-2 Teachers</b> <b>Family Members</b> <b>Students</b> <b>Industry Partners</b> <b>Community Partners</b>  <i>(Can be facilitated by Pathway Coach)</i>
<b>Meeting Schedules:</b>	School teams will need to create a calendar of meeting dates that must be submitted to the Measure N Commission by <b>September 15th</b> . We recommend that school teams plan on meeting every other week.	We highly recommend that the Pathway Design Teams meet every two weeks to engage in the planning process. The Linked Learning Office will support planning during District Sponsored PD on the second Wednesday of the month from 3:30-6:30 @ McClymonds.

# Measure N-Linked Learning Timeline



## From ConnectEd Studios on the Design Process

To start the process of pathway design, gather a volunteer group of interested participants who share an interest in a particular career field (such as engineering, health science, performing arts, or law and public service.)

This group includes:

- teachers who represent a combination of academic, career technical education, special education and other elective areas;
- other staff such as counselor(s), librarian, and employer outreach staff;
- student(s), parent(s) and community members; and
- importantly, business/industry partners, current or potential advisory board member(s).

If the school, or some other school in the district, already has an academy, smaller learning community, or magnet in place, representatives from those entities should also be involved in the development of the new pathway to the extent that their experience can help in the process.

A good place for the team to begin is reviewing the [Linked Learning Pathway Community of Practice Continuum](#) which outlines the elements of effective teams and what pathway teachers should strive for.

When the Design Team has done its work well, all the members will:

- Share a **common vision** of equity and high achievement for all of our youth, leading to greater economic vitality of the community;
- Share a **commitment** to developing a quality pathway as a primary strategy for improving student learning outcomes;
- Share the **responsibility** for designing a high quality pathway.

The Design Team's work begins with the pathway vision and continues through the process of creating the pathway structure and schedule (see Step 2). When this work is completed, the Design Team will hand off the task of implementing and accountability to the team of teachers selected to teach in the pathway.