

PROSE Steering Committee Basics

People:

- Principal and chapter leader (or their designees)
- An individual from each instructional team who has been *selected by each instructional team* for a one-year term that can be renewed.
- A committee chair person from among those above. *

Logistics:

- Weekly meeting at time all can attend
- Compensation for meetings if they are not during school day

Facilitation:

- Norms and Protocols
- Explicit form of communication

Core work:

- Addressing issues as they arise.
- Generating and reviewing proposals from where ever they come from and deciding on proper decision pathways and facilitating them.

**Principals are ultimately responsible for the smooth functioning of their schools. Therefore, in many schools using PROSE collaborative structures, the principal is the chair of the steering committee, sometimes with a co-leader.*