



District Organizational Structure and Committee Audit

The purpose of this document is (1) to identify existing district organizational structures and committees; (2) to determine if opportunities exist to leverage existing structures to support implementation of a district infrastructure; (3) to create efficiencies by consolidating the number of structures supporting the use of educational innovations (practices, programs, initiatives, assessments, etc.) at the district level.

District Organizational Structures

Table 1. Record information for each district structure/team in the fields below.

Structure/Team	Function/Purpose	Staff Involved

District Committee Audit

Table 2. Record information for each committee/team in the fields below.

Committee/ Team/ Work Group	Purpose/Expected Outcome	Staff Involved	District improvement related goal	Priority 1=low 5=high

Look at your committee audit:

- Committees without a clear purpose, clear outcome, or direct relationship to the district improvement plan should be eliminated or modified.
- Committees that share a common purpose or common outcome should be combined.
- Clarifying these items should strengthen committees that have an unclear purpose or outcome.

Michigan's MTSS Technical Assistance Center is funded by the Michigan Department of Education and the U.S. Department of Education, Office of Special Education Programs.