

## DEC Recommended Practices in the LEADERSHIP Domain Cross-Referenced with ECTA Performance Checklists (10/13/16)

DEC Recommended Practices - LEADERSHIP														
Collaboration in Leadership Checklist #1 Items	1. Leaders create a culture and a climate in which practitioners feel a sense of belonging and want to support the organization's mission and goals.	2. Leaders promote adherence to and model the DEC Code of Ethics, DEC Position Statements and Papers, and the DEC Recommended Practices.	3. Leaders develop and implement policies, structures, and practices that promote shared decision making with practitioners and families.	4. Leaders belong to professional association(s) and engage in ongoing evidence based professional development.	5. Leaders advocate for policies and resources that promote the implementation of the DEC Position Statements and Papers and the DEC Recommended Practices.	6. Leaders establish partnerships across levels (state to local) and with their counterparts in other systems and agencies to create coordinated and inclusive systems of services and supports.	7. Leaders develop, refine, and implement policies and procedures that create the conditions for practitioners to implement the DEC Recommended Practices.	8. Leaders work across levels and sectors to secure fiscal and human resources and maximize the use of these resources to successfully implement the DEC Recommended Practices.	9. Leaders develop and implement an evidence-based professional development system or approach that provides practitioners a variety of supports to ensure they have the knowledge and skills needed to implement the DEC Recommended Practices.	10. Leaders ensure practitioners know and follow professional standards and all applicable laws and regulations governing service provision.	11. Leaders collaborate with higher education, state licensing and certification agencies, practitioners, professional associations, and other stakeholders to develop or revise state competencies that align with DEC, Council for Exceptional Children (CEC), and other national professional standards.	12. Leaders collaborate with stakeholders to collect and use data for program management and continuous program improvement and to examine the effectiveness of services and supports in improving child and family outcomes.	13. Leaders promote efficient and coordinated service delivery for children and families by creating the conditions for practitioners from multiple disciplines and the family to work together as a team.	14. Leaders collaborate with other agencies and programs to develop and implement ongoing community-wide screening procedures to identify and refer children who may need additional evaluation and services.
1. Understand other programs' and agencies' missions, visions, goals, and the services and supports they provide						✓								
2. Establish working relationships with colleagues, beyond attending formal meetings						✓		✓			✓	✓		
3. Create transparency with open, respectful dialogue and discussion											✓		✓	✓
4. Practice democratic group problem solving and decision making skills based on consensus											✓		✓	

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<p>5. Recognize, promote, and demonstrate the mutual benefits of joint work</p>								✓	✓		✓	✓	✓	✓
<p>6. Engage in planning and conducting cross-agency training and staff development opportunities</p>									✓	✓	✓			
<p>7. Seek and support opportunities to work in partnership with other agency and program leaders to promote services and supports for all children and families</p>								✓	✓		✓	✓	✓	✓

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<p><b>Motivation and Guidance in Leadership Checklist #2 Items</b></p>	<p>1. Leaders create a culture in which practitioners feel a sense of belonging and want to support the organization's mission and goals.</p>	<p>2. Leaders promote adherence to and model the DEC Code of Ethics, DEC Position Statements and Papers, and the DEC Recommended Practices.</p>	<p>3. Leaders develop and implement policies, structures, and practices that promote shared decision making with practitioners and families.</p>	<p>4. Leaders belong to professional association(s) and engage in ongoing evidence based professional development.</p>	<p>5. Leaders advocate for policies and resources that promote the implementation of the DEC Position Statements and Papers and the DEC Recommended Practices.</p>	<p>6. Leaders establish partnerships across levels (state to local) and with their counterparts in other systems and agencies to create coordinated and inclusive systems of services and supports.</p>	<p>7. Leaders develop, refine, and implement policies and procedures that create the conditions for practitioners to implement the DEC Recommended Practices.</p>	<p>8. Leaders work across levels and sectors to secure fiscal and human resources and maximize the use of these resources to successfully implement the DEC Recommended Practices.</p>	<p>9. Leaders develop and implement an evidence-based professional development system or approach that provides practitioners a variety of supports to ensure they have the knowledge and skills needed to implement the DEC Recommended Practices.</p>	<p>10. Leaders ensure practitioners know and follow professional standards and all applicable laws and regulations governing service provision.</p>	<p>11. Leaders collaborate with higher education, state licensing and certification agencies, practitioners, professional associations, and other stakeholders to develop or revise state competencies that align with DEC, Council for Exceptional Children (CEC), and other national professional standards.</p>	<p>12. Leaders collaborate with stakeholders to collect and use data for program management and continuous program improvement and to examine the effectiveness of services and supports in improving child and family outcomes.</p>	<p>13. Leaders promote efficient and coordinated service delivery for children and families by creating the conditions for practitioners from multiple disciplines and the family to work together as a team.</p>	<p>14. Leaders collaborate with other agencies and programs to develop and implement ongoing community-wide screening procedures to identify and refer children who may need additional evaluation and services.</p>
<p>1. Communicate statutes, policies, codes of ethics, and procedures to assist others in understanding the reasons behind decisions and actions</p>	✓	✓	✓		✓		✓			✓				
<p>2. Create an organizational environment in which all staff members are treated with respect and trust</p>	✓												✓	
<p>3. Model and promote participatory decision making to ensure staff investment in work plans</p>	✓													

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<p>4. Provide clear information about the purpose and expectations of assigned tasks or responsibilities</p>	✓		✓				✓			✓				
<p>5. Establish clear and open feedback loops for assigned work responsibilities</p>												✓	✓	
<p>6. Commit to and provide resources for staff to engage in learning opportunities</p>							✓	✓						
<p>7. Understand and establish professional boundaries; yet promote an open and caring workplace where people want to come each day</p>	✓													

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<p>8. Ensure that staff members take individual responsibility and honor the responsibilities of others for getting work done in a competent and timely way</p>	<p align="center">✓</p>						<p align="center">✓</p>							

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<p>1. Create/revise and/or convey a vision and mission for the program derived from stakeholders who use or are invested in the system</p>	✓	✓											✓	
<p>2. Develop priorities and strategic plans consistent with the vision and mission</p>	✓	✓										✓		
<p>3. Create an organizational culture that values transparency and collaborative decision making</p>			✓									✓	✓	

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<p>4. Continue to learn and stay abreast of knowledge and research pertinent to work and share this information with other colleagues</p>		✓		✓	✓		✓			✓				
<p>5. Use data-informed decision making to work toward improving services</p>												✓		✓
<p>6. Advocate for and secure the fiscal and human resources needed to provide quality services and supports</p>					✓	✓		✓			✓			

