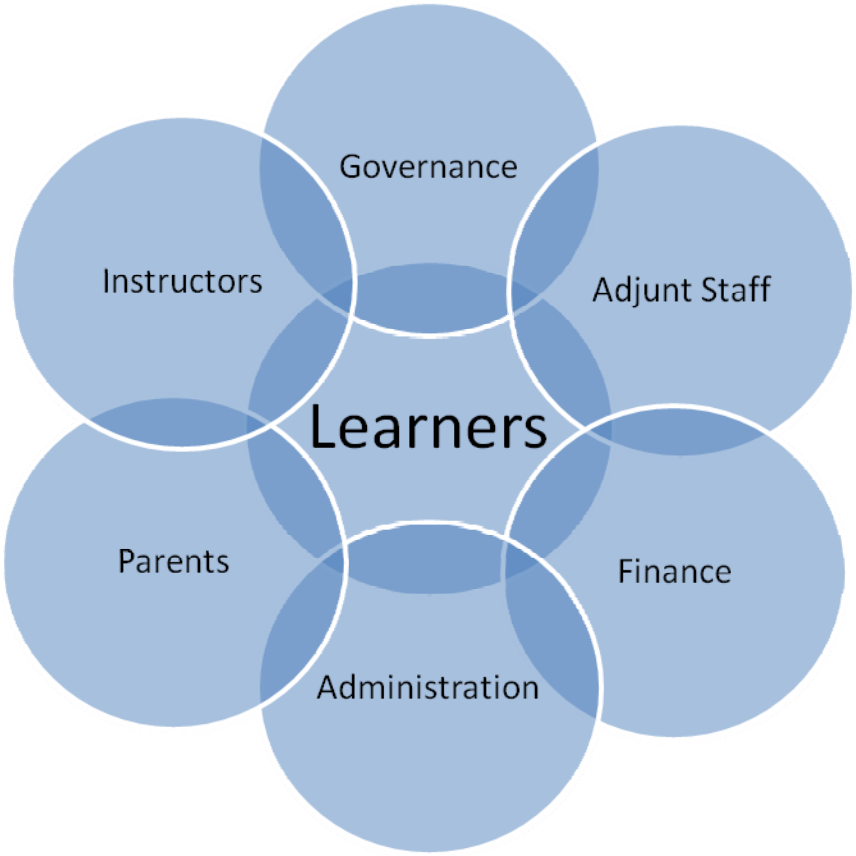
Organizational Structure

Triumphant Learning Center



This relational radial Venn diagram best describes the organizational structure at Triumphant Learning Center. The structure illustrates an overlapping relationship of the outer rings with the inner central theme and with an interconnectedness of each of the outer rings. The overlap represents the importance of internal communication within the organization and the overall team cooperation to ensure student achievement and success. Such an organizational design expresses the understanding that one element of the outer ring is not superior to any of the other element and the only reason for existing is to support the inner ring of learners. The school leadership changed from a hierarchical structure to shared values. A shared values structure is less limited by time and resources than a hierarchy and is a function of sustainable change

(Reeves, 2009, p. 52). If this were 3-Dimensional, the learner would be at the top of a cone structure with the outer ring as support. The cone provides a powerful organizational structure and strong scaffolding for student success.

Governance

The Governing Board has five volunteer members. There is a President, Secretary, and three members. If the school were to expand then additional board members may be required. Members are from the community, parent population, and educators each bringing unique perspective and talents to the board. The board meetings are on the fourth Thursday of each month not to include December, June, or July. The board allows for checks and balances keeping anyone faction from exercising a personal agenda opposed to the stated school mission, goals, or learner outcomes. The responsibilities of the board include:

- Oversight of charter fulfillment
- Approval of charter amendments
- Charter renewal
- School policy
- Philosophy of school
- Hiring
- Budget
- Calendar
- Arbitrator for student, family, or personnel concerns.

School Director/Administrator/ Principal

The director reports to the governing board and establishes a close working relationship with each element of the organization. Trust, mutual respect, and confidence are foundational in

the development of a positive working relationship. The model selected is as a servant leader. The director oversees the administrative staff, teaching staff, IT staff, and maintenance staff. This position requires a visionary who identifies with the foundational school mission and motto. The Triumphant Learning Center mission is for students of the Gila Valley to achieve to a higher level. Excellence in academics and character are the standard of measure for Triumphant Learning Center Students. The motto is *Excellence Personified*. To be excellent is to do your personal best in all things every day. Excellence personified is what TLC students and staff strives for each day. The director's roles also include:

- Instructional and facility oversight
- School budget, calendar, number of days
- State reporting
- Teaching and In-service
- Communicates with sponsor
- Communicates with community
- Hiring and firing
- Evaluation of instructors and staff
- Evaluation of student learning outcomes
- Discipline
- Charter compliance
- Creation of proposed charter amendment
- Development of charter renewal

Instructor/Teacher/Mentor/ Facilitator:

Core classroom instructors have at least a bachelor's degree, passed the AEPA or equivalent assessment from another state, and have a certification to teach. Teachers must be able to demonstrate competence within the curriculum and model excellence personified within their personal and professional life for students to see. Teacher responsibilities also include:

- Organization and use of the classroom
- Establish school mission and goal within classroom
- Following school policy
- Discipline within school guidelines
- Continuity of education program
- Selects instructional materials
- Complies with Arizona State Standards
- Collaboratively work with staff, parents, and learning teams
- Assess student learning
- Mentoring

Adjunct Staff

Adjunct staff is specialty personnel such as music, art, physical education, foreign language, occupational therapy, and speech/language. Such personnel have desired skills, certification, while having the ability to work with children. The adjunct staff understands child development and support the vision, mission, and goals of Triumphant Learning Center. Adjunct staff responsibilities include:

- Selects instructional materials
- Organize instructional materials

- Following school policy
- Establish school mission and goal within classroom
- Discipline within school guidelines
- Complies with Arizona State Standards
- Collaboratively work with staff, parents, and learning teams
- Assess student learning
- Mentoring

Parents

Parents are integral for the progress and achievement of students academically. Parents must come along side the teachers providing a strong foundation and support system encouraging student success. Parents are ultimately responsible for their children. If parents agree with and support the mission and vision of the school's leadership, academic achievement is probable. Parents' responsibilities include:

- Compliance with school policy
- Actively participate in school functions
- Provide a learning/study area at home
- Become active in the school parent board
- Volunteer for playground or after school learning lab

Finance

The finances come from the State of Arizona. The school leadership feels strongly in the importance of good stewardship of the taxpayers' money. The leadership of Triumphant Learning Center hired an outside company to oversee the financial operations. This relationship provides a layer of checks and balances for fiscal responsibility. Fiscal responsibilities while

managed by an outside company and with auditing through another company the fiscal decision are the job of the Board in conjunction with the Director.

- Provide budget
- Submit budget
- Provide accepted business practices accounting
- Inform TLC leadership with monthly financial data
- Provide accurate and timely financial data