

Sample RACI Chart of Responsibilities

School and Community Team

GOAL#2: Develop a community culture that fosters a positive school identity by _____.

Decision	Director	TEAM	Principals	Asst. Principals	Staff	Champion Leader	
Foster a sense of community culture for staff by encouraging group social activities	A, I	R,C	R,C	R,C	C,I		
Develop a committee composed of staff and students to increase awareness of diversity	I, C	A, R	R,C	R,C	C,I	Nancy, R	
Create and explore resources through the use of mini-grants to enhance school environment	I, C	R,C	R,C	R,C	C,I	Urina, A	
Establish focus groups of students and staff to explore image problems and positive solutions	I, C	A, R	R,C	R,C	C,I		
Brainstorm previous attempts in known history to discover what worked and what did not work, what was promised and not delivered	I, C	R,C	R,C	R,C	C,I	Jed, A	

Use the following code:

- R = Responsible** to do or complete assigned tasks. Responsibility can be shared.
- A = Accountable.** Ultimately liable for the results and holds the "sign off" or veto power in the process. Only one "A" may be assigned to a function, task, or process.
- C = Consulted.** Individuals who are consulted/addressed before a final decision is taken.
- I = Informed.** Individuals who need to be told when a decision or action has been taken.