

Mutual Respect Activity

I feel respected by my team members when...

- 1.
- 2.
- 3.

Mutual Respect for my Team Members

My team members feel respected when others...	Team Member

Team Expectations/Philosophy

The Division of Early Childhood (DEC) recommends that “families and professionals, including regular caregivers, work as team members in planning, delivering, and evaluating services” (Sandall, Mclean, & Smith, 2000, p. 53) and that “team members recognize that outcomes are a shared responsibility across people” (Sandall, Mclean, & Smith, 2000, p. 54)

To assist teams in building group expectations it is crucial that the team has an open dialogue about each team members' beliefs and goals for the classroom. Please revisit these questions at your next team meeting. Spend a little time as a group discussing your answers to these questions and building common goals/expectations for the classroom.

1. What do we expect/believe in regards to instruction for all students?

2. What do we expect/believe in regards to the classroom teams' interactions with and support for families?

3. What do we expect in regard to shared responsibilities and delegation of classroom tasks?

Class Goals and Debriefing

Effective teaming is built on the backbone of good communication and collaboration. Good teams have shared expectations and goals. They communicate regularly about these goals and work collaboratively to meet them. One way to improve communication and collaboration as a team is to decide on a group goal for the classroom. Make this goal a priority for the team to work on and provide support and feedback to one another in regards to the teams' performance towards the goal. The team should take time everyday to debrief and reflect on the classroom goal.

The class goal should be decided on as a team and it must take into consideration all of the team members' philosophies and expectations. Here are some example goals:

1. Goal to give students appropriate directions/mands (not asking question)
2. Goal to improve the use of behavior specific praise
3. Goal to increase the utilization of the least intrusive prompt (decrease over prompting)
4. Goal to increase the number of IEP objectives being addressed at play court (recess)
5. Goal to increase the number of speech objectives embedded during free choice
6. Goal to increase the number of gross motor objectives addressed during outside play

Here are things to remember about your class goal:

- Address issues that are important to the team (meshes with the team philosophy)
- Get everyone involved (decide on a data system that will work for each team member)
- Make data collection easy (simple system, data collected over brief periods of time)
- Share the role of leading the debriefing conversation about the goal (have a schedule for who leads the discussion...include every team member)
- Keep the discussion short, don't take up all of your discussion time with the classroom goal
- Report the data to the team on a regular basis (daily if possible)
- Evaluate as a team when it is time to move on to a new goal (or modify existing goal)
- Celebrate your successes and recognize the team for making progress!

Example goal for class:

Increase the number of IEP objectives that are addressed during play court

Daily Questions to ask during debrief:

What IEP objectives were you able to work on during play court and how were you able to do it?

What was difficult about embedding/planning for this instruction?

What impact is this having on our students during playcourt (at other times)?

Example data collection system:

The team keeps a basket of rubber bands accessible (to the teachers) out by the playcourt. Staff members put a bunch of rubber bands in their pocket during the start of playcourt. Each time a staff member works on a student's IEP objective during playcourt they put a rubber band on their wrist. At the end of the day, all staff members put the rubber bands from their wrists in a jar in the classroom.

With your team, create a class goal:

Suggest some open ended questions to ask during debrief:

Suggest a possible data collection system:

TEAMING: Putting together the pieces for effective collaboration
Shared Decision Making

How will our team share information?

How will our team share decision making?

Prioritize Collaboration

Activity	Advantages	Disadvantages	Priority