ESTABLISHING A COLLABORATIVE TEAM

Activity: Doing an Inventory — In parent/educator teams or small groups, read through the checklist and select something you have done and give an example. Allow each person to speak for 1-2 minutes. If time permits, allow each participant to select another item and give a second example.

Collaboration Checklist for EDUCATORS

☐ I believe that families are my equal, and are experts on their children.

☐ I actively involve families in all team decisions.

☐ I meet at times and places convenient for the family.

☐ I recognize and promote the variety of strengths of the student and family.

Collaboration Checklist for FAMILIES

☐ I believe I am an equal partner with educators and do my share of problem solving and planning to help my child.

☐ I clearly express my child’s needs in a manner that is assertive.

☐ I treat educators as individuals and avoid letting past negative experiences get in the way of a good working relationship.

☐ I communicate quickly with educators when significant changes and events occur.

Collaboration Checklist for ALL TEAM MEMBERS

☐ I express hope through my attitude and words, avoid blaming and stating absolutes like “always” and “never”.

☐ I commit sufficient time and energy to discussion and plan development and monitoring.

☐ I distinguish between fact and opinion when discussing academic and behavioral challenges.

☐ I follow through and complete tasks in a timely fashion, including keeping the lines of communication open.