

# Collaboration for Team-Teaching Classrooms



# What Collaboration means for you?

- ▶ Different types of collaborative situations.
  - ▶ Team Teaching
  - ▶ Parents
  - ▶ Administration
  - ▶ Resource Professionals
- 

# Successful collaborative program

- ▶ **Teaming**– adapted from the On the Road to Excellence
  - ▶ “Successful integration of children cannot occur without the willingness or commitment of a group of people to come together to plan, coordinate, and implement an educational program.”
- 

# Four Phases of Team Development

- ▶ Forming
  - ▶ Storming
  - ▶ Norming
  - ▶ Performing
- 
- ▶ Teams can cycle through different stages

The more you can talk together as a team up-front, the fewer road blocks you will run into along the way.



# Establishing Classroom Teamwork

- ▶ Creating a classroom team may not be as easy as it sounds. For a team of teachers to be strong and productive, everyone must work together in a professional manner.
  - ▶ Henry Ford once said, "Coming together is a beginning, staying together is a process and working together is success."
  - ▶ Establishing ground rules to follow during each collaborative meeting may be a helpful way to be sure each team member is heard.
- 

The following are examples of helpful hints you may find useful in creating ground rules for your team.

- ▶ Be fair, flexible and pleasant.
  - ▶ Demonstrate respectful behavior towards each other.
  - ▶ Everyone has teaching responsibilities in the classroom.
  - ▶ Everyone's input is considered in making decisions.
  - ▶ Most responsibilities are interchangeable between team members.
  - ▶ Leave personal problems outside of the collaboration process.
  - ▶ Keep focused on what is best for students.
  - ▶ If a problem occurs, once it has been resolved... LET IT GO!!!!
  - ▶ A sense of humor is a gift!
- 

# Effective Communication

- ▶ Effective communication combines a set of skills including nonverbal communication, attentive listening, the ability to manage stress in the moment, and the capacity to recognize and understand your own emotions and those of the person you're communicating with.
  - ▶ The goal of effective communication is to find a healthy balance between your intellect and your emotions.
- 

# Developing/Improving Effective Communication Skills

- ▶ Learn to Listen
  - ▶ Be Aware of Other Peoples Emotions
  - ▶ Empathize
  - ▶ Encourage
  - ▶ Treat People Equally and Fairly
  - ▶ Maintain a Positive/Professional Attitude
  - ▶ Be Aware of Non-verbal communication
- 

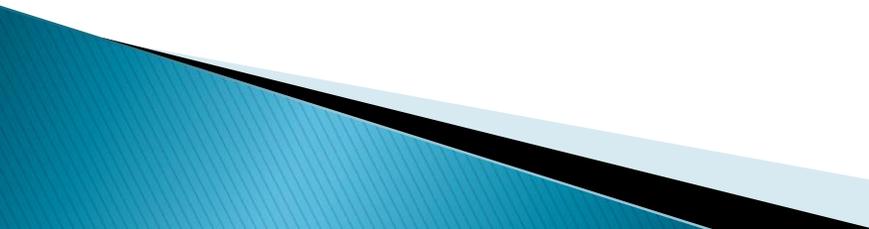
One of the most  
important things in  
communication is hearing  
what isn't said



# Planning

- ▶ Co-planning can be difficult due to time constraints but is a must to have a successful collaborative program.
  - ▶ As educators our collective goal is to meet the academic and behavioral needs of each student... this requires advanced planning and input from all team members.
- 

# Planning Considerations

- ▶ Lesson Plan
  - ▶ How to Manage Behaviors and Discipline Styles
  - ▶ Roles and Responsibilities
  - ▶ Interaction During Center Time
  - ▶ Arrival and Dismissal
  - ▶ Small Group Instruction
  - ▶ Emergency Situations
  - ▶ Teaching Responsibilities (who will lead and who will support)
- 

# Teaching Responsibilities

- ▶ When you plan together talk about how you will divide teaching responsibilities...who will take the lead role, who will provide support, and the expectations of both roles. It is important to agree on a time frame for when those roles will switch (daily, weekly, monthly, etc...) In some classes the CDA does one circle (morning or math) and the ESE teacher does another (literacy or closing). Identifying teaching styles and preferences can help shared teaching be more successful. Team teaching comes down to effective communication and working together to create a work environment that is good for everyone. Team-teaching is an experience that is only as good as you allow it to be!

# Conflict

- ▶ Conflict can occur in any relationship. Conflict doesn't mean that the relationship is bad, but we do need to know how to deal with it.
  - ▶ Some conflicts will disappear on their own, but some can build and become very destructive.
  - ▶ When to ask for help?
- 

# As a teaching partner what do I bring to the table?

- ▶ Gifts I bring are...
  - ▶ Situations I find stressful...
  - ▶ Skills I need to learn...
  - ▶ My emerging skills are...
  - ▶ Supports I need...
  - ▶ Supports I can provide...
-

# What I always wanted to know but was afraid to share...

- ▶ I really like working with you because...
  - ▶ Sometimes I get frustrated when...
  - ▶ I wish that you would...
  - ▶ The one thing I want you to know about me...
  - ▶ One thing I wish we could do better as a team...
- 

▶ **The difference  
between success and  
failure is a great  
team.**

