

Effective Consultation and Collaboration

Presented by Jennifer Padgett to MSPSDHH
September 20, 2016

Summary of SPED 6610 Consultation and Collaboration, Western Michigan University, Dr. Kristal Ehrhardt
Information gleaned from Dettmer, Peggy; Knackendoffel, Ann P; Thurston, Stacy P. Collaboration, Consultation, and Teamwork for Students with Special Needs (Page 9). Pearson Education. Kindle Edition.

Using one word or short phrase describe collaborative school consultation.





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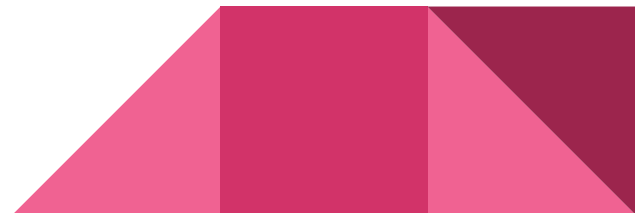
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Collaborative School Consultation Defined

“Collaborative school consultation with teamwork is an interactive process in which school personnel in general education and special education, related services and support personnel, families of students, and the students themselves are working together and sharing their diversity of knowledge and expertise in order to define needs and then plan, implement, assess, follow through, and follow up on ways of helping learners develop to their fullest.”



Collaborative School Consultation Defined cont.

Collaborate- to labor together or work jointly in cooperative interaction to attain a shared goal

Consult- to advise or seek advice, confer, confab, huddle, parley, counsel, discuss, deliberate, consider, examine, refer to, or communicate in order to decide or plan something, seek an opinion as a guide to one's own judgment, request information or facts, or talk over a situation or subject with someone

<https://youtu.be/JzjLjPTrE0Y>



Why Work Together as Educators?

P.L. 94-142 (1975)

P.L. 99-457 (1986)


P.L. 101-476 (1990)

Why continued...

In our increasingly interdependent and specialized world, it is unlikely that any one person has enough knowledge and ability in any field of endeavor to handle every circumstance, so it is reasonable and prudent to consult, collaborate, and team up in partnerships with others to achieve common goals.

networking with others who have similar yet helpfully different perspectives, results have been dramatically positive

teaching is a multidimensional activity with increasingly more and more responsibilities it is essential to work together to design and manage learning environments, evaluate student achievement



Collaboration as a Music Ensemble



What Do Effective Consultants Do?

1. rapport building
2. responsive listening
3. assertion
4. conflict management
5. collaborative problem solving



Collaborative Problem Solving

FIGURE 5.3 The Ten-Step Problem-Solving Process

1. *Prepare for the consultation.*
 - 1.1 Focus on major topic or area of concern.
 - 1.2 Prepare and organize materials.
 - 1.3 Prepare several possible actions or strategies.
 - 1.4 Arrange for a comfortable, convenient meeting place.
2. *Initiate the consultation.*
 - 2.1 Establish rapport.
 - 2.2 Identify the agenda.
 - 2.3 Focus on the tentatively defined concern.
 - 2.4 Express interest in the needs of all.
3. *Collect and organize relevant information.*
 - 3.1 Make notes of data, soliciting from all.
 - 3.2 Combine and summarize the data.
 - 3.3 Assess data to focus on areas needing more information.
 - 3.4 Summarize the information.
4. *Isolate the problem.*
 - 4.1 Focus on need.
 - 4.2 State what the problem is.
 - 4.3 State what it is not.
 - 4.4 Propose desirable circumstances.
5. *Identify concerns and realities about the problem.*
 - 5.1 Encourage all to listen to each concern.
 - 5.2 Identify issues, avoiding jargon.
 - 5.3 Encourage ventilation of frustration and concerns.
 - 5.4 Keep focusing on the pertinent issues and needs.
 - 5.5 Check for agreement.
6. *Generate solutions.*
 - 6.1 Engage in collaborative problem-solving.
 - 6.2 Generate several possible options and alternatives.
 - 6.3 Suggest examples of appropriate classroom modifications.
 - 6.4 Review options, discussing consequences of each.
 - 6.5 Select the most reasonable alternatives.
7. *Formulate a plan.*
 - 7.1 Designate those who will be involved, and how.
 - 7.2 Set goals.
 - 7.3 Establish responsibilities.
 - 7.4 Generate evaluation criteria and methods.
 - 7.5 Agree on a date for reviewing progress.
 - 7.6 Follow through on all commitments.
8. *Evaluate progress and process.*
 - 8.1 Conduct a review session at a specified time.
 - 8.2 Review data and analyze the results.
 - 8.3 Keep products as evidence of progress.
 - 8.4 Make positive, supportive comments.
 - 8.5 Assess contribution of the collaboration.
9. *Follow through and follow up on the consultation about the situation.*
 - 9.1 Reassess periodically to assure maintenance.
 - 9.2 Provide positive reinforcement.
 - 9.3 Plan further action or continue the plan.
 - 9.4 Adjust the plan if there are problems.
 - 9.5 Initiate further consultation if needed.
 - 9.6 Bring closure if goals have been met.
 - 9.7 Support effort and reinforce results.
 - 9.8 Share information where it is wanted.
 - 9.9 Enjoy the pleasure of having the communication.
10. *Repeat or continue consultation as appropriate.*

Characteristics of Collaborative Consulting

- Voluntary participation in shared goals
- Mutual respect and parity
- Mutual support with sharing of expertise
- administrators' support
- sufficient time



FIGURE 6.10 Consultation Journal Format

Client (coded): _____ Consultee (initials): _____

Initiator of Consultation: _____

General Topic of Concern: _____

Purpose of Consultation: _____

Brief Summary of Consultation: _____

Steps Agreed On—by Whom, by When: _____

Follow-Up: _____

Most Successful Parts of Consultation: _____

Consultation Areas Needing Improvement: _____

Satisfaction with consultation process (1 = least, 5 = most)

1. Communication between consultant and consultee _____

2. Use of collaborative problem solving _____

3. Consultee responsiveness to consultation _____

4. Effectiveness of consultation for problem _____

5. Impact of consultation on client _____

6. Positive ripple effects for system _____

NICE TRY

**BUT I'M NOT CONVINCED
YET**

memegenerator.net

Evaluating Consultation and Collaboration

In this age of heightened accountability and data-based decisions making, evaluation of educational activities has become increasingly important.

Consultants cannot know if consultation activities are effective unless they conduct evaluation.

Administrators and policymakers are not eager to support programs/staff for which there are no meaningful data.

Engaging in an ongoing systematic evaluation is the best way to be more confident that appropriate decisions are made.

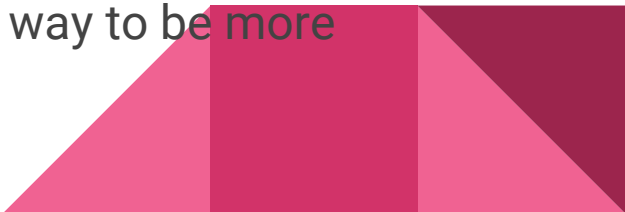


FIGURE 12.5 Collaborative Consultant Behaviors Checklist

Consultant _____		Observer _____		Date _____	
	Yes	Needs Work	Does Not Apply		
1. Welcome					
Sets comfortable climate	___	___	___		
Uses commonly understood terms	___	___	___		
Is nonjudgmental	___	___	___		
Provides brief informal talk	___	___	___		
Is pleasant	___	___	___		
2. Communication Exchange					
Shares information	___	___	___		
Is accepting	___	___	___		
Is empathic	___	___	___		
Identifies major issues	___	___	___		
Keeps on task	___	___	___		
Is perceptive, providing insight	___	___	___		
Avoids jargon	___	___	___		
Is encouraging	___	___	___		
Gives positive reinforcement	___	___	___		
Sets goals as agreed	___	___	___		
Develops working strategy	___	___	___		
Develops plan to implement strategy	___	___	___		
Is friendly	___	___	___		
3. Interpretation of Communication					
Seeks feedback	___	___	___		
Demonstrates flexibility	___	___	___		
Helps define problem	___	___	___		
Helps consultee assume responsibility for plans	___	___	___		
4. Summarizing					
Is concise	___	___	___		
Is positive	___	___	___		
Is clear	___	___	___		
Sets another meeting if needed	___	___	___		
Is affirming	___	___	___		

FIGURE 12.6 Consultee Assessment of Consultation and Collaboration

Please evaluate your use of the consulting teacher service provided in the _____ program by providing the following information. Respond with:

1 = Not at all 2 = A little 3 = Somewhat 4 = Considerably 5 = Much

1. The consulting teacher provides useful information, _____
2. The consulting teacher understands my school environment and teaching situation. _____
3. The consulting teacher listens to my ideas. _____
4. The consulting teacher helps me identify useful resources that help my students' special needs. _____
5. The consulting teacher explains ideas clearly. _____
6. The consulting teacher fits easily into the school setting. _____
7. The consulting teacher increases my confidence in the special programs. _____
8. I value consulting and collaborating with the consulting teacher. _____
9. I have requested collaboration time with the consulting teacher. _____
10. I plan to continue seeking opportunities to consult and collaborate with the consulting teacher. _____

Other comments: _____

Have you been in collaborations like this?

<https://youtu.be/GjMom3gOBmc?list=PLFa3sKEVLiJbwL6-TPkcM5jB0Lqc6eH0Z>

Maybe this is better...

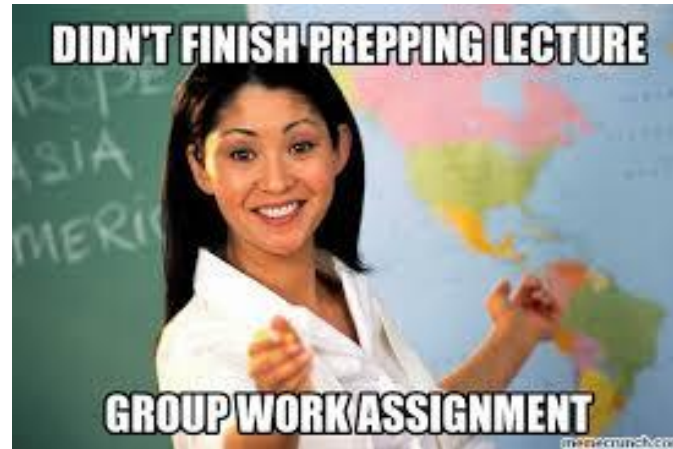
<https://youtu.be/cveEkYba7CY?list=PLFa3sKEVLiJbwL6-TPkcM5jB0Lqc6eH0Z>



Tasks for group

Develop a Tip Sheet regarding the essential components/advice for effective consultation regarding children who have a hearing loss?

Develop a tool to measure and evaluate our effectiveness in consultations and collaborations.



Thanks. Go forth and be awesome.

