

Effective Collaboration

What makes us effective collaborators?

Overall Norms

- Be timely
- Active listening
- Open Mindedness
- Be present and available
- Be proactive
- Honesty and transparency
- Clearly stating intentions, be mindful of tone in all interactions (including email)

Initiating Consultation (Before school starts)

- Creating a safe environment for everyone to share
- Short agenda
- Meeting norms or agreements (on the bottom of agenda)
- Make it relatable (Hey, I'm a teacher/parent too!)
- Ask for contact preferences (phone, email, text, etc) and how often
- Get feedback from teachers on the best time to come into their classroom/their home
- Establish the roles of collaboration

Emerging Collaboration

- Make a timetable and stick to it (It will only be longer if you have questions)
- Bring a handout to leave with staff (Audiograms, Brochures, FM guide, LING sounds, IEP at a Glance, Student led presentation, etc)
- Establish a starting place (may be different for every teacher)
- Get feedback from the teacher a few weeks into the school year; give the teacher time to know your student

Maintaining Collaboration

- Action plan (if needed)
- Establishing common goals and objectives overtime
- Contact with teachers; regular and frequent
- Building capacity
- Keep focused on the student; remember the "why"
- Include the student (when appropriate)
- Work to repair communication breakdowns

Resources

- Symbaloo (visual bookmarking tool to share with teachers)