



Working together to create effective Collaborative Meetings at SKSS

Please use the following stems to develop norms with your Collaborative Groups to set the stage for collaboration for the 2010-11 school year!

- Where we meet?
- Who will lead the meeting? Who will lead the meeting should the coordinator be absent? Will it be shared leadership? Will we meet in the large group all the time? Will there be times when smaller groups want to work on a specific topic? How will we report back to the group?
- How will we act? What do we expect of ourselves? What do we expect from each other?
- In terms of curriculum, instruction, and assessment, what topics will be covered? What are the struggle points for students? How will the agenda be determined?
- How can ensure we stay on task?
- How will we involve all participants?
- How will we set the stage for helping to develop the School Improvement Plan for 2010-11, specifically with goals and strategies from our department?