

Appendix D: Suggestions for Norms of Collaboration

These are suggestions only from Elementary Alignment Project. These do not need to be the norms for your middle school group but are a possible starting point for discussion.

- Arrive on time ready to get busy
- Plan to stay throughout the day - commit fully
- Cell phones off - breaks will accommodate your need to check in with family and friends
- Listen without interruption - monitor your "air time"
- Leave your "love affair" for the instructional materials at the door
- Make evidence-based decisions so think about making objective observations with evidence vs. inference from past experience
- Final decisions will be made after careful consideration by your incredible "facilitator"
- Honor the "huddle" - the group decision making time when group needs to talk - promise to not abuse the time

There are the materials from National Academy of Curriculum Leadership also. Provide the definitions and ask participants to select one to work on at the beginning of each day.

- Pausing
- Paraphrasing
- Probing
- Putting Ideas on the Table
- Presuming positive intentions
- Pursing a balance between advocacy and inquiry