

## Top 10 Teaming Practices of Successful Teams

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1. Best teams build a team community through a host of practices including but not limited to: using the first week of school to create a sense of belonging, a team identity, and to help students ready for the year, creating a Team constitution, or code, creating a team name and logo, developing strong and caring peer relationships with team building activities, team special events, team days, team town meetings, and the use of steady team rituals.
2. Best teams plan for effective team meetings with some degree of formality. Agendas, record keeping, labor distribution, and other effective meeting tools are applied. Moreover, teams work to be sure that Team meetings allow time for work on curriculum and instruction so as not to be inundated in kid talk and parent meetings.
3. Best teams engage students as active participants in many aspects of team life including but not limited to: developing themes of units to study, developing the norms to live by, assisting with planning special events, assisting with team recognition, helping discuss problems encountered in team life, working to design rubrics, and even assisting in brainstorming viable projects.
4. Best teams work hard to safeguard the feelings of all team members. This means teams regularly “check-in” on the emotional status of team members, seeking to ascertain how everyone is coping with school and team life. Team members agree on “ground rules” they try to honor with this aspect of team life. This can be a protective measure.
5. Best teams plan units of personal and social significance and are always asking, “will students see this as meaningful, relevant and interesting?”
6. Best teams rotate roles and responsibilities to insure no one team member is taxed unfairly.
7. Best teams use their teaching time creatively and strategically to deliver the curriculum. This may mean that they group and regroup students at times to respond to needs. It may also mean that large group team activities may require dropping one class for a day and addressing that content area in the large group team session or in another way.

8. Best teams play with one another and their students. This can be in intellectually rich ways. Field trips, whole team field days, team assemblies, etc all constitute play.
9. Best teams take time for their own internal relationships. They do weekly check-ins and create ways to nurture the work climate in positive ways.
10. Best teams do not neglect the needed steady and proactive communication with families. They seek to keep parents up to date on team special events and monthly activities. They establish boundaries and protocols for managing parent conferences that respect team time and parent needs in proper balance.