

Appendix 6

Setting Norms (30–40 minutes)

Adapted from The Center for the Collaborative Classroom's *Caring School Community* (2018)

STEP	FACILITATION TIP	NOTES
1. Ask participants to bring paper and pencil and gather in a circle.	Check to see that everyone can see everyone else. Pair adjacent participants.	
2. Explain that one step in building a community as we begin to work together is agreeing on norms that define how we will interact with each other.		
3. Have participants close their eyes. Ask the following questions or some of your own. Q: Think about coming to our meeting. How do you feel about being part of this group? What do you like about how we work together and treat one another? What would you like to be different? Q: In a discussion, you want to voice an opinion that differs from the majority opinion. What would help you voice that opinion? How do you want your idea to be treated?	Pause after each question to allow them to visualize.	

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STEP	FACILITATION TIP	NOTES
<p>Q: Someone has a problem with something that you have done. How would you want them to handle this? How would you want to respond?</p> <p>Q: Your teaching methods differ radically from those of a colleague with whom you are planning. How would you want to interact with that person?</p>		
<p>4. Have participants open their eyes and talk in pairs of two about what they thought about as they heard the questions.</p>		
<p>5. Ask partners to write at least two norms that reflect how they want to treat one another, using “we will” statements.</p>		
<p>6. As partners share their norms with the group, record them on chart paper titled “Our Norms.”</p>	<p>Combine similar ideas as you go.</p>	
<p>7. Use “think, pair, share” to have partners review the list and discuss whether there are any norms that they cannot agree to live by.</p>	<p>If necessary, modify these difficult norms so that everyone agrees.</p>	

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