

Event 4: It's All About YOU! Building a Cohesive Team

Menu of Strategies

Step to Building a Cohesive Team	Include
1. Develop a Para Binder	<ul style="list-style-type: none"> • Shared Philosophy • Staff rules and expectations • Teacher and para roles and duties • IEP snapshots and health plans • Job aides • Schedules (classroom, individual para) • Training materials • Data on team and individual goals • Staff meeting notes
2. Set Goals	<ul style="list-style-type: none"> • SMART Goal: Specific, Measurable, Achievable, Relevant, Trackable • Set team and individual goals to improve performance • Collect data based on the behavior you are tracking • Graph data in order to visually analyze
3. Hold Staff Meetings	<ul style="list-style-type: none"> • 10-20 min • Regularly scheduled • Provide agenda • Opportunity to provide training • Create plan for asking for more time
4. Train and Monitor Implementation	<ul style="list-style-type: none"> • Para Training Plan • Behavior Skills Training (BST) <ul style="list-style-type: none"> ○ Instruction (vocal and written) ○ Model ○ Rehearse ○ Feedback until mastery
5. Use Function-Based Performance Strategies	<ul style="list-style-type: none"> • Performance Diagnostic Checklist (PDC) - Education <ul style="list-style-type: none"> ○ Training ○ Equipment and Processes ○ Knowledge and Skills ○ Motivation
6. Celebrate and Show Appreciation	<ul style="list-style-type: none"> • Establish a culture of gratitude • Non-monetary recognition is preferred • Assess recognition and celebration preferences
7. Evaluate Effects of Your Supervision	<ul style="list-style-type: none"> • Analyze student outcome data • Survey staff and parent satisfaction

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