ARTICULATE TEAM PURPOSE AND WORKING AGREEMENTS

▶ ARTICULATE MISSION-DRIVEN TEAM PURPOSE AND WORKING AGREEMENTS.

9GST TEAM MEETING 1: NORM SETTING

PURPOSE	ROLES
Develop a set of working agreements that will allow the team to work together productively.	Team Lead Facilitate, Assign Notetaker

STEP 1: Review and list current agreements (Group – 7 min)

- ▶ Name the working agreements from which you currently operate
- ▶ If no agreements in place at your school, start with Network for College Success norms:
  - ▷ Start and end on time
  - ▷ Speak your truth
  - ▷ Expect and accept non-closure
  - ▷ Ensure all voices heard equitably
  - ▷ Contextual confidentiality

STEP 2: What's missing? (3 min)

- ▶ Individually and silently write

STEP 3: List additional agreements that might be missing (Group - 5 min)

- ▶ Consider agreements that would:
  - ▷ Help move conversation forward
  - ▷ Create a strength – based environment
- ▶ Tweaking any current agreements

STEP 4: **Considering Additional Norms** (Group – 3 min)

- ▶ Round robin each person share one additional written norm
- ▶ No repeats
- ▶ Go around and name additional norms until time is up

STEP 5: **Clarifying Norms** (Group, 3 min)

- ▶ Are there any norms that need clarifying?
  - ▷ Consider asking for clarity on norms that can be interpreted in other ways
- ▶ Can you see if the agreements are being followed?
  - ▷ Norms should be observable
  - ▷ Anything on the list not observable?
- ▶ What does this look like?

STEP 6: **Is the list too long?** (Group, 4 min)

- ▶ Can something be combined?
- ▶ Is there anything on the list not observable?
- ▶ How do you ensure all voices are honored with larger team?

STEP 7: **Do we agree?** (Group, 3 min)

- ▶ Can everyone abide to ground rules?
- ▶ Is there anything that needs further consideration due to an objection?
- ▶ Is there anything that is obected to that should be tried and tested?
- ▶ Is there anything that should be removed based on consensus?
- ▶ How do you ensure all voices are honored with larger team?

Present final list to group.

Add list to start of every 9GST Agenda moving forward.

Always start meetings with review of agreements.

CENTER *for*
HIGH SCHOOL
SUCCESS