

Collaborative Learning Team Self-Assessment

Place a check in the box that best represents your team for each indicator. Add totals for each column at the bottom.

| Team Structure "Look Fors" | | | |
|--|---|--|--|
| Indicators | Group of Individual | Collaborative Group Getting Work Done | Collaborative Learning Team |
| Meeting Space | Team meets in a teacher's room <input type="checkbox"/> | Team rotates meeting places to different rooms <input type="checkbox"/> | Team meets in room that is dedicated to the team meetings <input type="checkbox"/> |
| Seating Arrangement | Team members spread out around the room <input type="checkbox"/> | Team seating focused around the facilitator <input type="checkbox"/> | Team seating supports collaboration <input type="checkbox"/> |
| Meeting Time | Inconsistent / Interrupted <input type="checkbox"/> | Sacred time but focused mainly on business and getting things done <input type="checkbox"/> | Sacred time that is focused on getting things done and learning <input type="checkbox"/> |
| Team Focus | Little team focus or ineffective use of time <input type="checkbox"/> | Clear focus on maximizing efficiency and getting collaborative work done <input type="checkbox"/> | Clear focus on improving teacher practice through new learning and improved implementation <input type="checkbox"/> |
| Members' Knowledge & Skills | Team members keep their expertise to themselves <input type="checkbox"/> | Team members share their knowledge and skills <input type="checkbox"/> | Team members leverage their expertise and engage in new learning to inform practice <input type="checkbox"/> |
| | Each box in this column is 1 point. Total=____ | Each box in this column is 3 points. Total=____ | Each box in this column is 5 points. Total=_____ |

Collaborative Learning Team Self-Assessment

| Team Accountability “Look Fors” | | | |
|---------------------------------|---|--|---|
| Indicators | Group of Individual | Collaborative Group Getting Work Done | Collaborative Learning Team |
| Team Leaders | External leader(s); team members comply <input type="checkbox"/> | Internal leader(s); team members comply <input type="checkbox"/> | Internal leader(s); distributed leadership among the team <input type="checkbox"/> |
| Team Roles | No identified roles <input type="checkbox"/> | Limited roles such as leader and note taker; roles are fixed; focus is on efficiency <input type="checkbox"/> | Various roles based on team needs; roles promote team learning <input type="checkbox"/> |
| Team Process | No agenda used; no protocols used; team loses focus <input type="checkbox"/> | Team has a loose agenda; protocols are attempted but team members do not follow the protocol; team loses focus <input type="checkbox"/> | Team follows a clear agenda with embedded protocols to support collaboration; team is focused <input type="checkbox"/> |
| Team Implementation | Team members are not accountable to the team <input type="checkbox"/> | Team members share strategies but are not accountable for implementing new learning <input type="checkbox"/> | Team members demonstrate a shared responsibility for all students and hold one another accountable for implementation <input type="checkbox"/> |
| Team Measurement | Individual teachers measure their students’ performance <input type="checkbox"/> | Team measures all students’ performance with summative assessments; diagnostic only <input type="checkbox"/> | Team measures all students’ performance using a variety of assessments to improve practice <input type="checkbox"/> |
| | Each box in this column is 1 point. Total=____ | Each box in this column is 3 points. Total=____ | Each box in this column is 5 points. Total=_____ |

Collaborative Learning Team Self-Assessment

| Team Norms "Look Fors" | | | |
|-----------------------------|---|--|--|
| Indicators | Group of Individuals | Collaborative Group Getting Work Done | Collaborative Learning Team |
| Celebration | Team members celebrate individual success <input type="checkbox"/> | Team members celebrate peer success <input type="checkbox"/> | Team members celebrate team success <input type="checkbox"/> |
| Voice Equity | Team members are allowed to opt out and not engage in collaboration <input type="checkbox"/> | Team members participate with some dominating the conversation <input type="checkbox"/> | Team leaders are intentional about encouraging voice equity through the use of protocols and skillful facilitation <input type="checkbox"/> |
| Psychological Safety | Team members do not feel safe to engage; hesitant or shut down completely <input type="checkbox"/> | Team members engage through compliance <input type="checkbox"/> | Team members feel safe to engage and be vulnerable as learners <input type="checkbox"/> |
| Conflict | Team avoids conflict or engages in unproductive conflict <input type="checkbox"/> | Team recognizes conflict but is uncertain how to leverage it for team growth <input type="checkbox"/> | Team engages in productive conflict which results in team growth <input type="checkbox"/> |
| Norms | Team norms are not leveraged to support collaboration <input type="checkbox"/> | Team norms are created but not skillfully leveraged to support collaboration <input type="checkbox"/> | Team norms are created and skillfully leverage to support collaboration <input type="checkbox"/> |
| | Each box in this column is 1 point. Total=____ | Each box in this column is 3 points. Total=____ | Each box in this column is 5 points. Total=_____ |

Collaborative Learning Team Self-Assessment

| Continuous Quality Improvement "Look Fors" | | | |
|--|--|---|--|
| Indicators | Group of Individuals | Collaborative Group Getting Work Done | Collaborative Learning Team |
| Team Data | <p>Team does not look at data or members look at their individual data</p> <p style="text-align: center;"><input type="checkbox"/></p> | <p>Team looks at data to focus on teacher practice and student learning</p> <p style="text-align: center;"><input type="checkbox"/></p> | <p>Team analyzes data to focus on teacher practice/student learning and identify areas for new team learning</p> <p style="text-align: center;"><input type="checkbox"/></p> |
| Analyzing Standards | <p>Individuals develop and implement their own interpretation of the standards</p> <p style="text-align: center;"><input type="checkbox"/></p> | <p>Team develops a common understanding of standards and focuses on activities and resources</p> <p style="text-align: center;"><input type="checkbox"/></p> | <p>Team develops a shared understanding of the standards with clear learning targets and determines criteria for student mastery</p> <p style="text-align: center;"><input type="checkbox"/></p> |
| Develop Common Assessments | <p>Individuals develop/uses and implement their own assessments/lessons/strategies</p> <p style="text-align: center;"><input type="checkbox"/></p> | <p>Team develops/uses common assessments, lessons, strategies but implement individually</p> <p style="text-align: center;"><input type="checkbox"/></p> | <p>Team develops/uses common assessments/lessons/strategies & implement as a team</p> <p style="text-align: center;"><input type="checkbox"/></p> |
| Look at Student Work | <p>Individuals do not look at student work samples</p> <p style="text-align: center;"><input type="checkbox"/></p> | <p>Team occasionally analyzes a limited range of student work samples to inform next steps</p> <p style="text-align: center;"><input type="checkbox"/></p> | <p>Team often analyzes a wide range of student work samples to inform next steps and determine the need for future team learning</p> <p style="text-align: center;"><input type="checkbox"/></p> |
| Modify Practice | <p>Individuals work alone to adjust their practice</p> <p style="text-align: center;"><input type="checkbox"/></p> | <p>Team discusses possible modifications to teacher practice and individuals determine next steps</p> <p style="text-align: center;"><input type="checkbox"/></p> | <p>Team demonstrates shared accountability for modifying practice to support all students</p> <p style="text-align: center;"><input type="checkbox"/></p> |

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| | | | |
|--|---|--|--|
| | Each box in this column is 1 point. Total=___ | Each box in this column is 3 points. Total=___ | Each box in this column is 5 points. Total=_____ |
|--|---|--|--|

| Scoring for Team Self-Assessment | |
|-------------------------------------|--|
| Team Structure | Subtotal score of all 3 columns=_____/25 |
| Team Accountability | Subtotal score of all 3 columns=_____/25 |
| Team Norms | Subtotal score of all 3 columns=_____/25 |
| Team Continuous Quality Improvement | Subtotal score of all 3 columns=_____/25 |
| | Total score=_____/100 |