

## **INSTRUCTIONAL TEAMWORK**

### **Module Descriptions**

This course promotes effective teamwork. This course is recommended for teacher – paraeducator teams and consists of four modules of varying length for a total of 15 clock hours of instructional time. The content covers teamwork, delineation of roles and responsibilities, classroom instruction, and behavior management.

#### **Module A. Building the Team Relationship (3 hours)**

The paraeducator will:

- 1) Recognize effective and disruptive characteristics of team communication.
- 2) Know the characteristics of effective team functioning.
- 3) Identify levels of decision making in teams, schools, and districts.
- 4) Recognize own strengths and weaknesses as a team member.

#### **Module B. Roles and Responsibilities of Paraeducators and Other Team Members (4 hours)**

The paraeducator will:

- 1) Differentiate between paraeducators' and professionals' roles and responsibilities.
- 2) Recognize the ethical and legal responsibilities of paraeducators (e.g. maintaining confidentiality, reporting child abuse).
- 3) Know the role of paraeducator to lead students toward increasingly independent behaviors.

#### **Module C. A Team Approach to Classroom Instruction (4 hours)**

The paraeducator will:

- 1) Identify the components of an effective direct instruction lesson.
- 2) Recognize the characteristics of an effective cooperative learning lesson.
- 3) Know the value of peer-teaching.
- 4) Know how to follow a written lesson plan.
- 5) Know the rationale of cognitive modeling and coaching.

#### **Module D. A Team Approach to Behavior Management (4 hours)**

The paraeducator will:

- 1) Know basic principles of behavior modification.
- 2) Recognize the need for functional assessment of behavior.
- 3) Know how to establish basic rules, procedures, and routines with students.
- 4) Know basic principles of communication with students.
- 5) Know basic management strategies for minor behavior problems.