Developing a School Culture to Embrace and Support Co-Teaching

• Provide everyone in the school, even those not directly involved in the co-teaching process, with background knowledge about the rationale behind co-teaching.
• Provide staff directly involved with co-teaching professional development throughout the school year.
• Give staff the opportunity to continually provide feedback about the process.
• Invite partner teachers to all new staff orientations in August when possible.
• Create a notebook of important information (schedules, school map, school calendar, frequently used acronyms, etc.)
• Create a bulletin board introducing your partner teachers and highlighting co-teaching structures.
• Provide staff mailboxes to partner teachers
• Encourage host teachers to add a desk or personal space to the classroom for the partner teacher.
• Order materials for partner teachers along with new staff (plan book, grade book, t-shirt, name tags, etc.)
• Introduce partner teachers as “teachers” in our building
• Give partner teachers access to all email, calendars, communication tools, so they are well informed.
• Send a newsletter to parents early in the year introducing all partner teachers.
• Give partner teacher an opportunity to write a letter to parents as soon as the partnership begins.
• Put both teachers’ names on all communications home.
• Put both teachers’ names above the door of the classroom.
• Purchase school/desk supplies for partners, so they have their own materials.
• Put little notes and pick-me-ups in partner teachers’ mailboxes.
• Visit classrooms and leave a positive note about partner teachers’ teaching.
• Have partner teachers perform at an assembly.
• Plan a partner teacher celebration at the beginning and end of the semester to honor their contributions.
• Choose a week during the school year and assign each partner teacher a secret pal.
• Make sure each partner teacher gets a picture taken and is included in the yearbook.
Providing Ongoing Professional Development, Support, Monitoring, and Feedback

Below is an outline of training options. Modify this to meet the needs of your teachers and setting.

Initial Training: Half Day
Background about rationale, co-teaching structures, and roles of host and partner

Pairs Training: Half Day Each
Session I: Takes place immediately after initial pairing
Content: Relationships, Communication, Collective Commitments

Session II: Takes place two weeks into the co-teaching experience
Content: Implementing Structures, Revisiting Collective Commitments, Co-Planning

Session III: Takes place between two solo experiences
Content: Reflect on Solo Teaching, Set Goals, Co-Planning

Host Teacher Training: One Hour, Biweekly
We scheduled these sessions from 8:30-9:30 during morning supervision and morning meeting. Partner teachers teach class while hosts meet.
Sample topics of discussion:
Successes/Challenges
Co-teaching Structure Use
Observation Strategies
Providing Feedback
Coaching for Success
Completing Evaluations
Goal Setting

Partner Teacher Seminars: Two Hours; Biweekly
Times vary based on need and content. Some meetings are held before school and one after school.
Sample topics of discussion:
Successes/Challenges
Co-teaching Structure Use
Planning for Instruction
Instructional Strategies
Classroom Management
Parent Interactions
Communication