

Figure 1.9: Phase 1 Checklist—Setting the Stage for Collaboration

- ☐ Create a list of three to five norms for collaboration (figure 1.1, page 15).
- ☐ Determine roles and responsibilities (figure 1.2, page 17).
- ☐ Schedule time for collaboration (figure 1.4, page 21).
- ☐ Identify coaching priorities (figures 1.5, page 22, and 1.6, page 22).
- ☐ Structure meetings by using an agenda (figure 1.7, page 23).
- ☐ With your partner, work through the read, react, and reflect protocol for phase 1 (figure 1.8, page 25).