

Team Process Extension Activity : Reflection on Team Process

District & Type of Team: _____

Question	Analysis	Comments/Reflection
In what stage of development is this team?	Forming Storming Norming Performing Adjourning	
Do they have norms developed?	Yes No	
How well did they adhere to their norms?	Not at all Very well 1 2 3 4 5	
Did they assign roles/responsibilities?	Facilitator Notetaker Timekeeper Gatekeeper	
How well did their agenda and other documentation/forms fit the intended meeting outcomes?	Not at all Very well 1 2 3 4 5	
Which Partnership Principles did the facilitator utilize within this meeting?	Voice Choice Reciprocity Praxis Reflection Dialogue	
Was the Problem Solving Process utilized during the meeting?	Yes No	
Which step(s) in the Problem Solving Process were addressed?	Problem Identification Problem Analysis Plan Development Plan Evaluation	
How well did the team Identify the Problem? (use January EC Meeting content to reflect on this)	Not at all Very well NA 1 2 3 4 5	
How well did the team Analyze the Problem? (use January EC Meeting content to reflect on this)	Not at all Very well NA 1 2 3 4 5	
How well did the team do with using multiple sources of data? (considering RIOT & ICEL) (use January EC Meeting content to reflect on this)	Not at all Very well NA 1 2 3 4 5	
How well did the team match their action plan/intervention to the Problem Analysis data? (use January EC Meeting content to reflect on this)	Not at all Very well NA 1 2 3 4 5	

