

# Examples of Norms or Community Agreements

## Procedural Norms

- Start and end on time
- Announce comings and goings at the start of the meeting
- Computers open only during appropriate work time
- Cell phones on silent or vibrate and ideally out of sight during meeting times

## Behavioral Norms

- Be fully present mentally and physically
- Keep kids at the center
- Tell the truth without blame or judgment
- Assume positive intent
- Pay attention to heart and meaning
- Be open to possibilities
- Be unattached to outcome
- Welcome and manage discomfort
- Challenge our own and others' assumptions
- Be willing to push each other's thinking
- Look at every issue from multiple perspectives
- Be responsible for the way we say things; say them so people can hear them
- Follow through on agreements
- Monitor airtime
- Actively participate
- Invite and welcome the contributions of every member and listen to each other
- Take risks and be vulnerable learners
- Air disagreements during the meeting if they involve everyone; air disagreements with individuals as soon as possible after a meeting
- Don't interrupt each other
- Acknowledge ideas and contributions even if you disagree with them
- Listen to understand
- Speak directly to people about issues; no gossiping, ever!
- Agree to disagree

Exhibit 5.1. © Elena Aguilar, *The Art of Coaching Teams: Building Resilient Communities that Transform Schools*. Jossey-Bass, 2016.