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Description automatically generated**Collaboration with Colleagues**Use the guiding questions below to help prepare for collaborative opportunities with colleagues.

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| Considerations | Example | My Plan |
| What virtual platform will you use to collaborate? | *Video chat, phone call, email* |  |
| 1. How often will you meet with general educators, related service providers, leadership, and paraprofessionals? | *Daily, weekly, bi-weekly* |  |
| What is the focus and desired outcomes with the collaborative meeting? | *Curriculum maps, curriculum planning, curriculum modifications, instructional strategies, behavior modifications* |  |
| Where will you store meeting agendas? Who is responsible for updating the agenda? | *LMS, Google Drive, Google Classroom* |  |
| How will you handle outstanding agenda items? | *Save for next week, follow up in email, schedule another collaborative session* |  |