

Effective Communication

A Professional Development Presentation

by Megan Gregory

Purpose of Communication

The staff of Special Education are also creators of positive behavior, culture, administrative, and instructional standards. How do we effectively communicate together? How can we effectively collaborate?



Involvement



It is important to remember that each team member is a valuable player and contributor. All members possess decision making power.

What to Consider



Atmosphere

Where do meetings take place? What occurs? Who is present? How is it conducted? Why is this important?



Participation



Helpful Habits

1. Be proactive
2. Have the goal in mind
3. Prepare and have action
4. Understand first, be understood second
5. Use technology
6. Problem solve
7. Thank



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The staff of Special Education are also creators of positive behavior, culture, administrative, health and safety standards, etc. How can we effectively do so?



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The field of Special Education requires groups of people (educators, doctors, administrators, family members, students, etc) to work together. How can we effectively do so?



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What to Consider

We share one mutual goal: to help the student. How can we communicate better?



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(Friend & Cook, p. 26, 2017)

Perspective

Each person brings different thoughts, opinions, attitudes, beliefs, expectations, and experiences to the table.

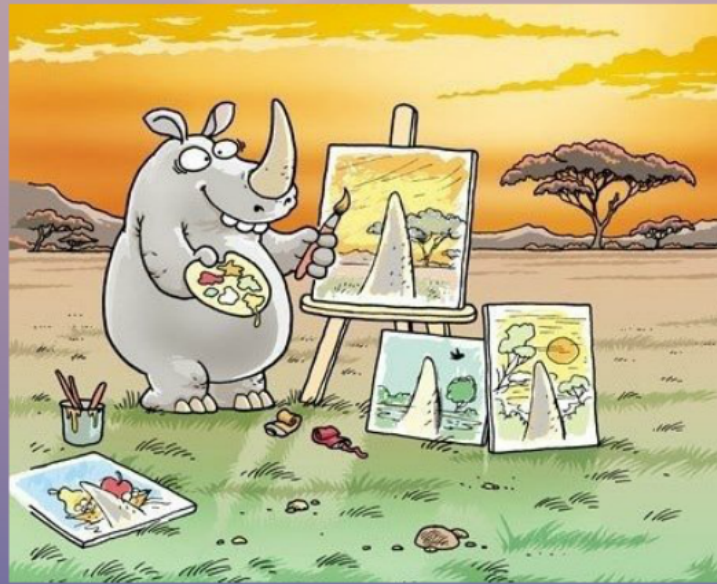




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Each person brings different thoughts, opinions, attitudes, beliefs, expectations, and experiences to the table.



Helpful Habits

1. Be proactive
2. Have the goal in mind
3. Prioritize and take action
4. Understand first, be understood second
5. Use technology
6. Problem solve
7. Think

Before You Speak

THINK

T - *is it true ?*

H - *IS IT HELPFUL ?*

I - *IS IT INSPIRING?*

N - *is it necessary ?*

K - *is it kind ?*

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