



## REGIONAL COMMUNITY OF PRACTICE BLUEPRINT

This blueprint provides a guide for establishing and running a productive and effective Community of Practice. It ensures that the community remains dynamic, member-focused, and responsive to the evolving landscape of alternative dispute resolution and prevention.

**What is a Community of Practice (CoP)?** CoPs refer to a group of people who share a common interest and come together to meet individual and group goals. Members support and encourage each other as everyone works to meet the same objectives.

**In order for CoPs to be successful and effective, they must include these critical elements:**

Community

Diversity

Integration

Active learning

Reflection and assessment

**How to create and sustain an effective Community of Practice:**

1. Understand your goals
2. Provide structure and guidance
3. Create a culture of collaboration, empowerment, and growth
4. Make sure it's reflective
5. Focus on results for members

Project Funded by



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An IEP meeting agenda is a guide that outlines key topics—like progress, goals, and services—to keep the team organized, ensure meaningful participation, and stay focused on positive student outcomes.

### 1. Understand your goals

Build capacity of members to reduce complaints and disputes by building awareness and content knowledge around alternative dispute resolution and prevention.

### 2. Provide structure and guidance

- Plan and Prep materials and content
- Create a shared set of agreements
- Maintain calendar of events for CoP
- Create Agendas

### 3. Create a culture of collaboration, empowerment, and growth

- Collaborate with P2P on professional development needs identified by your CoP.
- Recruit members, including parent and family groups, using strategies such as email outreach, social media, newsletters, and the P2P website. Prioritize inclusive engagement of family-serving agencies throughout recruitment efforts.
- Model and coach new CoPs in collaboration with P2P, incorporating inclusive practices and emphasizing the involvement of diverse family-focused organizations.

### 4. Make sure it's reflective

Reflection is an important part of any learning process, and it's especially vital for community of practices. Set the stage for group reflection that's successful by creating a safe space for members to share and collaborate with one another.

### 5. Focus on results for members

- Develop surveys/needs assessments for members
- Assist in setting up data systems; collaborating with P2P Leadership and Data Specialist
- Share local data related to dispute prevention and resolution cases

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