

Positive School Climate Staff Development Modules' Training-of-Trainers

The Need:

Schools and youth-serving organizations everywhere are being negatively impacted by youth-on-youth mistreatment. Incidents of bullying, intolerance, put-downs, and exclusion are far too common and far too costly. This mistreatment is getting younger, meaner, harder to identify, and more acceptable. Bullying and other types of mistreatment undermine student achievement, are harmful to young people's social and emotional development, and can erode staff morale. These are challenging issues for school leaders and teachers to address. Most schools have not fully tapped the power of staff members to create and maintain a positive school climate.

By offering one or more brief staff development workshops—Positive School Climate (PSC) Modules—schools can realize significant gains, such as:

- less time spent by teachers and administrators on student behavior and discipline issues,
- increased student motivation and learning, and
- improved staff morale.

The PSC Modules are a set of experiential lessons, in workshop formats, that help a school staff increase knowledge and sharpen skills to translate their commitments to positive school climate into effective action in their classrooms, hallways, common areas, and staff room.

The Training-of-Trainers Workshop for the PSC Modules:

To provide districts with the maximum flexibility without reducing the quality or impact of the staff development process, Community Matters developed an interactive Training-of-Trainers (TOT) workshop that provides district and school site staff with the knowledge and resources to conduct the PSC Modules for their colleagues. The unique design of this TOT begins with equipping and empowering teams of district and/or school staff to deliver a series of PSC Modules.

District or site "Climate Teams" (a set of local trainers), will then work with the staff development planning committee or coordinator to choose which of the PSC Modules would be most valuable, and when to offer them. Each PSC module is delivered for their own colleagues by local site or district trainers in large- or small-group workshops of 1-6 hours.

- Time: Two full school days, 6-8 hours.
- Participants: 3-4 staff members from each school (we recommend a mix of teachers, administrators, plus district staff who can oversee and support this initiative).
- Materials: While not a "scripted" program, each Module includes:
 - A Trainer's Guide, with information to present
 - Recommended "slides" for PowerPoint format, overheads, or flipcharts
 - Instructions for activities
 - Discussion/debriefing questions
 - Handouts and worksheets for participants

Workshop participants will:

- Learn about the extent and cost of mistreatment, as well as efforts to address it
- Discuss strategies for creating and maintaining a positive staff culture
- Learn how to tap into the power of student relationships and youth leadership
- Gain knowledge and skills for communicating and intervening effectively
- Address particular forms of mistreatment and contemporary issues that affect them
- Practice skills and receive coaching and feedback.

The PSC Modules' Formats, Content, Outcomes:

The PSC Modules are continually being updated and refined, and new ones are added as needs arise. The current list includes:

The Scope and Costs of Student Mistreatment. This Module helps staff increase their knowledge of the many forms of student mistreatment so they can identify and respond to problem situations better. Exploration of costs helps solidify commitment to action.

Creating and Maintaining a Positive Staff Culture. This Module introduces research and allows participants collectively to define the elements of a positive staff culture. Staff then establish "agreements" for acceptable behavior and learn proven communication and problem-solving tools that will help them honor and monitor those agreements.

Tapping the Power of Student Relationships. This Module provides staff members with a new lens for seeing their interactions with students and helps them uncover new opportunities for building positive relationships with students in and out of the classroom.

Breaking the Ice. This Module provides a useful foundation for helping staff build relationships with students within and outside of the customary classroom or club-oriented settings.

Challenging Stereotypes, Biases, and Prejudices. This Module helps staff members identify, acknowledge, and understand how we all label and categorize people, and then make assumptions about their characters based on initial perceptions.

Persuasion Power. Discussions and examination of the eight steps of this Module help staff work with students in potentially volatile situations, gaining both information and compliance.

Receiving Reports: Handling Student Disclosures Effectively. While all staff are "mandated reporters" and have likely had some training in the basics of handling information, this Module builds on that base to identify some of the main reasons students withhold information and what can be done to remove those barriers.

Cost: The initial and one-time cost for this School Climate Improvement Staff Development package includes all materials and the TOT mentioned above. Other costs are only the expenses of covering the travel and accommodations/food for the Community Matters Trainer who conducts the TOT and the shipping of the materials for this TOT and print originals for offering the Modules in the future.

As of 2009, the cost for the TOT is:	\$ 4,000
And trainer travel expenses are estimated at:	<u>\$ 1,300</u>
For a total of:	\$ 5,300

For more information or to schedule a workshop, please contact: Dr. Sally Ember, Outreach Director, 707-823-6159 x 102, or sallyember@community-matters.org