



open circle®

getting to the heart of learning

## Administrator Workshop

### Overview

This workshop provides a deeper understanding of Open Circle and explores how school leaders can best support social and emotional learning in their schools. Participants learn about the concepts, approaches, and vocabulary of the *Open Circle Curriculum* as well as the importance of their role in fostering safe, caring, and respectful learning communities. In addition, participants have opportunities to connect with each other to exchange ideas and hear from a guest panel of administrators who are seasoned Open Circle leaders. Previous participants have been inspired by the new strategies they take away and have appreciated the chance to reflect on their own practice.

Participation in this program includes:

- One 7-hour training day
- 1 copy of the *Open Circle Curriculum* for reference
- 1 copy of the *Administrator Manual*
- 1 Professional Development Point for each hour of training completed

### Who Should Attend

This workshop is designed for school leaders, including principals, assistant principals, and district administrators, in schools and systems using Open Circle.

#### **Fee: \$250 per person**

Use form on reverse to register. Contact [info@open-circle.org](mailto:info@open-circle.org) or 781-283-3277 with questions about this program or the status of your registration.

*Participants say:*

*“I now have a better vision for how Open Circle can be a school-wide initiative and I received guidance about how to roll it out over time.”*

*“This is one of the best presented, relevant programs that I have participated in as an administrator. Thanks!”*

*“It was great to hear real life stories from a panel of participating principals.”*

*“The workshop confirmed the importance of teaching social skills and helping children develop emotional coping skills to support their cognitive development.”*



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**Administrator  
Workshop**

## 2011-2012 Registration Form

### 1. Provide contact information\*

Full Name (as you'd like it to appear on nametag)

Work Email Address

Role/Title K 1 2 3 4 5  
Grade (circle one)

Home Email Address

School Name

Home Street Address

School Street Address

Home Town, State, Zip

School Town, State, Zip  
( )

Home or Cell Phone Number

School Phone Number

**X**  
**Signature (required)**

\*Open Circle is committed to protecting your privacy. We collect contact information to register you for this training and to send you information related to Open Circle. We do not disclose this information to outside parties.

### 2. Check all sessions for which you are available

All trainings are from 8:00 a.m. – 3:00 p.m.

#### Wellesley, Massachusetts

#### Wellesley College Club at Wellesley College

#WCC 1: October 18, 2011

#WCC 2: February 8, 2012

### 3. Indicate method of \$250 payment

Check (payable to Open Circle) # \_\_\_\_\_

Purchase Order # \_\_\_\_\_

This registration is part of a program package

#### Registration Deadline

The deadline to register is two weeks prior to each session. Training sessions fill quickly, so we encourage you to register early.

#### Session Assignment and Confirmation

We will assign you to a session and send you a confirmation email with training details at least 2 weeks prior to your training date.

#### Cancellations and Session Changes

Registrants who cancel or request a session change less than 10 business days before any training will be charged a \$75 fee. Failure to notify us of cancellation will result in forfeiture of entire registration fee.

#### Questions?

call 781-283-3277

email [info@open-circle.org](mailto:info@open-circle.org)

web [www.open-circle.org](http://www.open-circle.org)

#### Send all forms and payment by fax at 781-283-3717 or mail:

Open Circle Registration

Wellesley Centers for Women-STC, Wellesley College, 106 Central Street  
Wellesley, MA 02481-8203