



# Catalog of Programs

## 2012 - 2013

*In Open Circle, you're getting  
tools for your toolbox to fix up the  
problems you're going to have.*

*- 4th Grade Student*

Open Circle is a program of:





## Programs Overview

*Participating schools say:*

*"Open Circle provides children and adults with a common language and expectations that are essential to learning."*

*"Since we implemented Open Circle many years ago, I have seen a huge difference in children's ability to resolve their own conflicts and monitor their own behavior."*

*"Open Circle gives kids skills to work through their own issues. We've used other SEL programs that don't work as well because kids are not taught the skills."*

*"This training was invaluable to our staff and has helped our school climate immensely."*

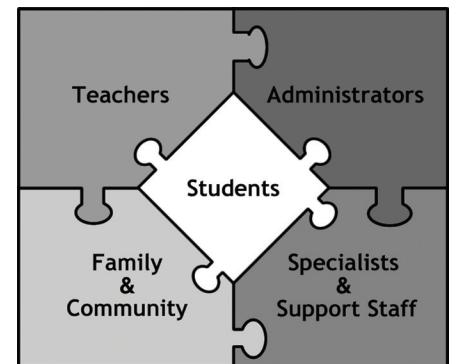
*"Open Circle has changed my life."*

**Open Circle** is a whole-school, preventative approach for your school's K-5 social and emotional learning needs. Research has shown that Open Circle increases students' pro-social skills, decreases violence and other problem behaviors, and supports an easier transition to middle school.

Since its inception in 1987, Open Circle has reached over half a million children and trained over 12,500 educators. Open Circle is currently being used in over 275 schools in 100 urban and suburban communities across the Northeast.

The Open Circle approach addresses both of the key requirements for social and emotional development: building social and emotional skills and establishing safe, caring and highly-engaging learning environments. Social skills like self-management, social awareness, relationship-building, teamwork and problem solving are taught through lessons outlined in the K-5, grade-differentiated *Open Circle Curriculum*. Safe and caring learning environments are fostered through community-building activities, frameworks to understand and address central needs of students and staff, and a common vocabulary and approach.

**Open Circle provides a unique, whole-school approach to helping students develop social and emotional skills and fostering safe, caring, and cooperative school climates. Every member of your school community is an integral piece of the social and emotional learning puzzle!**



To best address the unique needs of various school staff members, training programs are tailored to specific staff roles. More extensive programs involve year-long participation that provide opportunities to practice and reinforce learning throughout the school year.

Some training programs also include in-school coaching to support and guide participants in their own school environments. This extra support accelerates learning, facilitates deeper understanding and adoption of the Open Circle approach, and leads to more successful implementation.

## Open Circle Features:

### Skill-Building and Community-Building

- Open Circle addresses both key elements for effective social and emotional learning (SEL) implementation: *skill-building* for social and emotional competency, and *community-building* to create safe, caring, and highly-engaging learning environments.

### S.A.F.E. Curriculum

- The *Open Circle Curriculum* meets the Collaborative for Academic, Social and Emotional Learning (CASEL)'s S.A.F.E. standard:
  - **S**equenced and grade-differentiated lessons (34 lessons)
  - **A**ctive learning tools (e.g. role-plays, games)
  - **F**ocused time for SEL (two 15-minute Open Circle meetings per week)
  - **E**xplicit social and emotional skill development

### Whole-School Approach & Sustainability

- Open Circle initiated the best practice of training entire school communities to support SEL. We also led the field in creating programming to sustain SEL. Open Circle helps schools form multi-departmental teams and develop plans to assess, broaden, and deepen their SEL work.

### Unmatched Professional Development

- Open Circle excels at providing high-quality professional development that respects the unique needs of adult learners. Our core programs include both training and in-school coaching visits spaced across the school year to provide a cycle of learning, practice and reflection.

### Evidence-Based and Nationally-Recognized

- Schools can fund Open Circle through state and federal grants because it is a research-based program with clear evidence of effectiveness. Open Circle is listed in the U.S. Department of Education's Expert Panel Guidebook of Exemplary and Promising Safe, Disciplined, and Drug-Free Schools Programs and has been designated as a "select" program by CASEL.

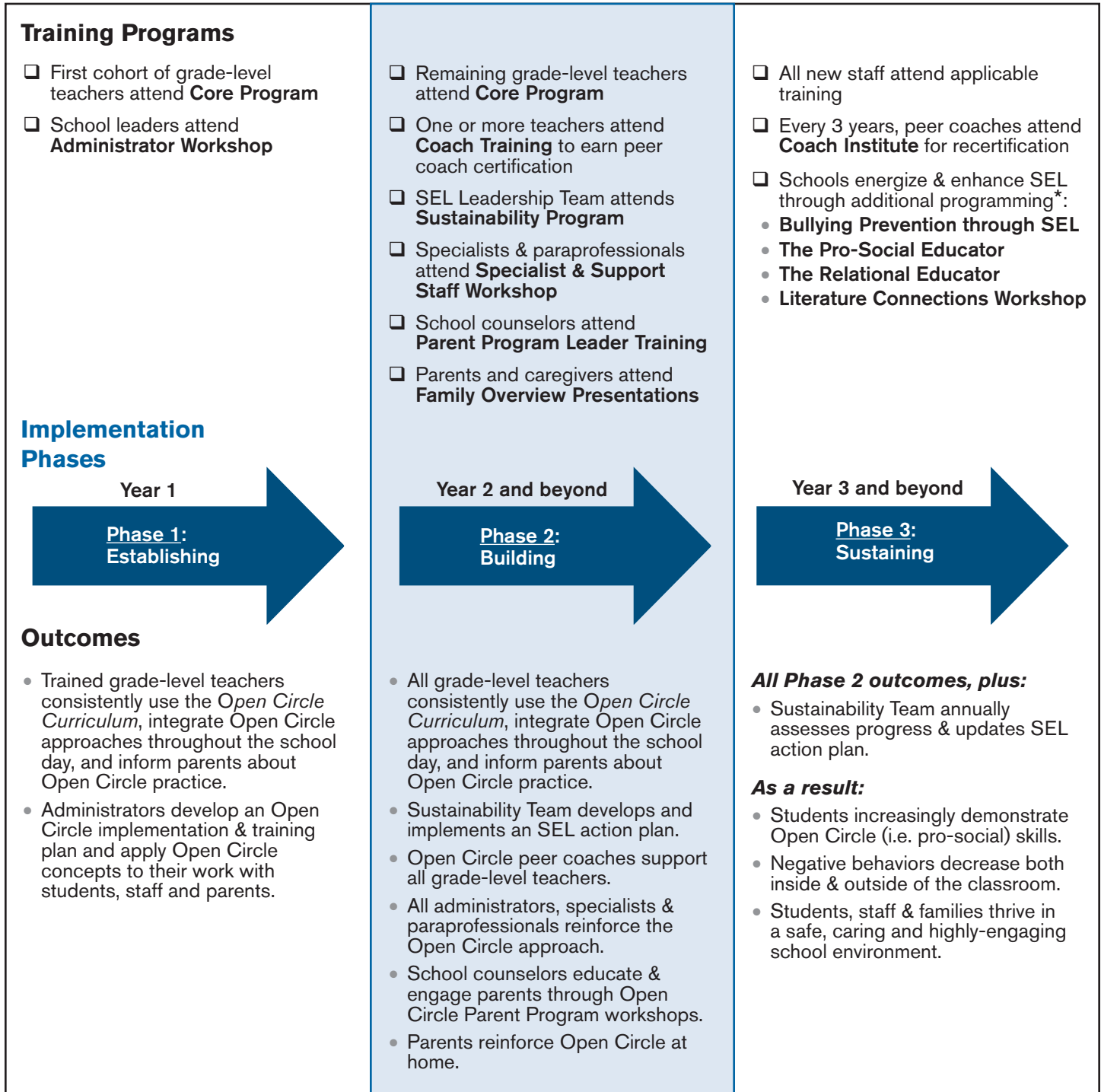
## Benefits of Open Circle

- **Provides** a common vocabulary, strategies and approaches, and develops shared expectations for all members of the school community
- **Supplies** a teacher toolbox of preventative classroom management skills and ready-to-use resources
- **Teaches** children processes for quickly settling down and ways to resolve their own problems
- **Fosters** a caring, respectful climate in the classroom, among classmates and throughout the school
- **Helps** create a cooperative learning environment and a happier and safer school community
- **Saves** time and money in the long run by addressing discipline and safety problems as they arise



## Open Circle Implementation Model

The following diagram illustrates our recommended implementation model; however, implementation plans and timelines can vary. We will work together to customize a plan that meets your school's needs.



*\*Many of these additional programs can also be implemented at earlier phases.*



### **The Importance of Implementation Fidelity**

The success of initiatives in schools relies on the quality and consistency of implementation. Open Circle works best when it is fully implemented throughout your school, with training for all members of your school community. School climate change is a process, not a single event. As with any new initiative, it might take a few years of consistent, widespread implementation to realize Open Circle's full benefits. However, once realized, these results are long-lasting and worth the investment.

### **Open Circle Training Programs for Your School**

Program Descriptions can be found on the following pages:

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## Core Program for Grade-Level Teachers

### Overview

This year-long program prepares grade-level teachers to implement the *Open Circle Curriculum* in their classrooms. It includes two components: four days of experiential, cumulative training led by Open Circle staff and in-classroom coaching visits by Open Circle staff or certified peer coaches. Through this model, participants discover and practice facilitation teaching methods, learn to teach social and emotional skills using the *Open Circle Curriculum*, and explore ways to integrate Open Circle lessons throughout the school day.

In a 2011 survey, 96% of Core Program participants agreed that the program not only improved their knowledge and implementation of social and emotional learning, but also enhanced their overall teaching practice.

Research has shown that consistent use of the *Open Circle Curriculum* increases students' social skills, decreases violence and other problem behaviors, and supports an easier transition to middle school.

Participation in this program includes:

- Four 7-hour training days
- In-school coaching visits
- *Open Circle Curriculum* for each participant
- 28 Professional Development Points (PDPs)
- Optional 3 graduate credits from Framingham State University (additional fee and assignments required)

### Who Should Attend

This program is designed for grade K-5 classroom teachers as well as other school staff members who will regularly implement the *Open Circle Curriculum* in a classroom with a consistent group of students. Participants are expected to hold twice-weekly, 15-minute Open Circle Meetings throughout the school year.

This program requires a year-long commitment so that participants can practice and reinforce their learning over the course of a school year.

## Administrator Workshop for School and District Administrators

### Overview

This workshop introduces key Open Circle concepts, approaches, and vocabulary, and explores how administrators can best support social and emotional learning (SEL) in their schools. Participants develop strategies for encouraging consistent and effective Open Circle implementation. They also learn to employ assessment tools for monitoring SEL progress and tracking SEL outcomes, including student social and emotional skill-development and school climate. The workshop provides administrators with techniques for incorporating Open Circle approaches into their own interaction with students, staff and parents.

A panel of seasoned Open Circle school leaders share their experiences, as well as insights into Open Circle best practices. The training provides opportunities for reflection on current SEL practice and exchange of ideas with other administrators from a variety of communities and schools.

Previous participants have been inspired by the new strategies for implementing Open Circle school-wide and for incorporating Open Circle into their everyday work.

Participation in this program includes:

- One 7-hour training day
- *Open Circle Curriculum* for each participant, as a reference
- *Open Circle Administrator Manual* for each participant
- 7 Professional Development Points (PDPs)

### Who Should Attend

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

## Sustainability Program for SEL Leadership Teams

### Overview

This year-long, in-school program helps schools achieve and sustain comprehensive, effective, school-wide Open Circle implementation. Team members learn to conduct an ongoing, cyclical strategic planning process for strengthening social and emotional learning (SEL) throughout their school community that includes:

- Setting a vision for SEL
- Gathering climate & behavior data
- Assessing the current reality of SEL
- Setting measurable goals
- Developing and implementing an action plan
- Monitoring progress and evaluating outcomes

As a result of ongoing use of this process, schools benefit from: broadened ownership for SEL, strengthened classroom and school climate, improved quality and consistency of Open Circle Meeting facilitation, greater infusion of Open Circle vocabulary and approaches throughout the school day, and integration of SEL into school improvement plans & family engagement initiatives. Schools with Sustainability Teams complete their school-wide Open Circle implementation and fully realize the positive impacts of SEL on student outcomes.

Participation in this program includes:

- 2 days of on-site training (1 ½ days in summer, ½ day in early winter)
- On-site consultations with Open Circle trainers (in spring prior to training, fall and winter)
- 8 copies of the Open Circle *Sustainability Leaders' Manual*
- 14 Professional Development Points (PDPs)

### Who Should Attend

Each sustainability team typically consists of 5-8 members, including:

- At least one administrator (e.g. principal or assistant principal)
- At least two grade-level teachers who use the *Open Circle Curriculum*, preferably from a range of grades
- Other invested staff and members of the school community, such as counselors, school psychologists, special subject teachers, media specialists, afterschool program staff, paraprofessionals, and parents

Team members must make a year-long commitment to attend all training events and meet regularly (biweekly or monthly).

## Specialist and Support Staff Workshop for Special Subject Teachers and Paraprofessionals

### Overview

This workshop introduces key Open Circle concepts, approaches, and vocabulary, and explores how specialists and support staff can reinforce Open Circle concepts and use them to enhance their own work. This consistency and reinforcement supports students in practicing and using Open Circle skills throughout the school day. Participants develop basic knowledge of Open Circle, reflect on and appreciate their unique roles as specialists, and create practical applications of Open Circle tools for their work.

Participation in this program includes:

- One 7-hour training day
- Open Circle *Specialist & Support Staff Manual* for each participant
- 7 Professional Development Points (PDPs)

### Who Should Attend

This workshop is designed for special subject teachers in schools actively using Open Circle, including teachers of physical education, music, art, special education, reading, speech, library/media, foreign language, health and school counselors, as well as paraprofessionals, aides and support staff members.

***Educators who want to facilitate Open Circle Meetings must attend the year-long Core Program.***



## Coach Training for Core Program Graduates

### Overview

This year-long program trains graduates of the Core Program to become peer coaches for Open Circle in their school. Participants learn to provide the coaching component of the Core Program to colleagues implementing the *Open Circle Curriculum*. Recent research on best practices in social and emotional learning (SEL) highlights the importance of in-classroom coaching by colleagues for new SEL practitioners.

Participants are expected to:

- Model an Open Circle Meeting for one to three peers participating in the Core Program and visit their classrooms twice during the year for peer coaching
- Arrange biannual meetings and activities to energize and connect colleagues using Open Circle
- Provide on-going, informal support to all teachers implementing Open Circle in their school
- Submit a coaching agreement to Open Circle every year that they plan to coach peer Core Program attendees
- Earn Coach recertification every 3 years at Coach Institute

Participation in this program includes:

- Four 7-hour training days
- Open Circle *Coach Manual* for each participant
- 28 Professional Development Points (PDPs)
- Optional 3 graduate credits from Framingham State University (additional fee and assignments required)
- Coach certification for three years

### Who Should Attend

This program is designed for educators who have completed the Core Program, have taught the *Open Circle Curriculum*, and are viewed as leaders by their peers.

This program requires a year-long commitment so that participants can practice and reinforce their learning over the course of one school year.

### Why Train and Certify Coaches in Your School?

- Provide peer mentorship to teachers implementing the *Open Circle Curriculum*
- Grow in-school leadership for Open Circle & SEL
- Save \$225 per Core Program registration each year (up to 3 teachers per peer Coach)

## Coach Institute for Coach Training Graduates

### Overview

This program presents the latest research findings and best practices for SEL and provides an opportunity to reflect on and enhance Open Circle coaching practice. Participants maintain their coach certification by attending this institute at least once every three years after completing the Coach Training program. Coaches are invited to attend this institute annually as we present new content each year.

Participation in this program includes:

- One 7-hour training day
- 7 Professional Development Points (PDPs)
- Open Circle *Coach Institute Manual* for each participant
- Coach certification for three additional years

### Who Should Attend

This program is designed for educators who have completed the Coach Training.

## Parent Program Leader Training for School Counselors

### Overview

This program trains school counselors to facilitate the Open Circle Parent Program, a five-session workshop for parents in your school community. The Parent Program introduces concepts, approaches, and vocabulary that children are learning in Open Circle. It also helps families reinforce Open Circle concepts at home and integrate them into effective parenting techniques. Participants learn the structure and activities of the Parent Program and how best to facilitate it. They also explore successful strategies for encouraging parents to participate.

Participation in this program includes:

- Three 2-hour sessions of training and consultation
- Implementation of the first Parent Program workshop in your school concurrent with your training
- Open Circle *Parent Program Leaders' Manual* for each participant
- Two DVDs for use in facilitating the Parent Program
- 12 copies of the *Parent Program Workbook*
- 6 Professional Development Points (PDPs) or Continuing Education Units (CEUs)

### Who Should Attend

This program is for school counselors, psychologists, social workers and family outreach coordinators. Although the Parent Program is educational in nature, emotional issues can emerge in parenting groups. Therefore, we suggest that applicants have:

- Training in school psychology, counseling or social work
- Knowledge about group dynamics and family issues
- Prior experience working with parents in groups
- Familiarity with the *Open Circle Curriculum*

## Bullying Prevention Through SEL for all Members of your School Community

### Overview

This innovative, year-long, in-school program helps school communities strengthen their existing bullying prevention efforts within a social and emotional learning (SEL) framework. Building upon best practices in bullying prevention and a school's existing work with Open Circle, this program's whole-school approach provides information to your entire school staff and parent community that highlights research findings on bullying, how to leverage Open Circle concepts and skills to prevent bullying, and best practices for intervention.

The program also trains a school-based Bullying Prevention Leadership Team that creates and implements a bullying prevention strategic plan to assess school climate, measure bullying incidents, assess student and teacher responses to bullying, and set measurable goals and priorities based on the data collected.

Participation in this program includes:

- 2-hour on-site introductory workshop for all staff in the spring
- Baseline assessment of students, staff and parents in the spring
- 2-hour on-site workshop for parents in the fall
- Bullying Prevention Leadership Team:
  - 2 days of on-site training (1½ days during the summer and ½ day of on-site training in early winter)
  - Consultations with Open Circle trainers
  - 8 copies of the Open Circle *Bullying Prevention Manual*
  - 14 Professional Development Points (PDPs)

### Who Should Attend

The introductory workshop is for all members of your school community actively involved with Open Circle.

The Bullying Prevention Leadership Team typically consists of 5-8 members, including:

- At least one administrator
- At least two grade-level teachers who use the *Open Circle Curriculum*, preferably from a range of grades
- Other invested staff and members of your school community, such as counselors, special education teachers, school psychologists, school resource officers, special subject teachers, school nurses, afterschool program staff, paraprofessionals & parents

Bullying Prevention Leadership Team members must make a year-long commitment to attend all training events and meet regularly (biweekly or monthly).



## The Pro-Social Educator for all School Staff

### Overview

This workshop series explores how enhancing educators' social and emotional competency (SEC) can help increase their engagement in teaching, strengthen their relationships with students, and improve their stress management, all of which lead to improved student outcomes.

Through interactive exercises, participants examine the connection between self-management and effective teaching, learn to identify early signs of burnout, reconnect to their identity as a teacher, and develop a self-care plan for managing stress. We review the latest research related to adult SEC and how it can support effective classroom management and adult emotional regulation. Participants examine their relationships with their most challenging students and strategize ways to develop better relationships with these students and their families.

Participation in this program includes:

- Three 2-hour workshops
- Baseline and outcome assessments
- Three consultations with principal
- Open Circle *Pro-Social Educator Manual* for each participant
- 6 Professional Development Points (PDPs)

### Who Should Attend

This program is designed for all school staff.

## The Relational Educator for all School Staff

### Overview

This workshop series explores the links between adult relationships, effective teaching and school climate. Research has indicated that a critical component to student success is the ability of the adults in the school community to create a collegial climate.

At these sessions, participants focus on three key ingredients to a healthy school climate among adults: trust, communication, and collaboration. Through interactive exercises, reflection activities, surveys, and a review of research, participants assess the current functioning of the adult community at their school, connect their current practice as an educator with desired outcomes, and create action plans to support ongoing work. Participants explore their relationships with colleagues and have the opportunity to work within existing teams, such as by grade level, to reach their goals.

Participation in this program includes:

- Three 2-hour workshops
- Baseline and outcome assessments
- Three consultations with principal
- Open Circle *Relational Educator Manual* for each participant
- 6 Professional Development Points (PDPs)

### Who Should Attend

This program is designed for all school staff.

## Custom Workshops for any School Staff

### Overview

What additional information and training can we bring to your school community? Let us customize a workshop to meet your school's professional development needs.

Topics could include:

- Exploring successes and challenges to using Open Circle
- Setting new Open Circle goals for your school
- Improving school climate during lunch and recess
- Deepening facilitation skills of Open Circle teachers
- Further exploring the problem-solving component of the *Open Circle Curriculum*
- Enhancing your schools' adult community

### Who Should Attend

The audience for this program will be determined through consultation between Open Circle and your school.

## Literature Connections Workshop

for all Members of your School Community

### Overview

This on-site workshop explores ways to reinforce social and emotional learning (SEL) using children's literature. The workshop includes a hands-on review of children's books with social and emotional themes, and small group activities resulting in take-away lesson plans related to Open Circle skills and concepts. Each participant will receive a booklet of new children's literature recommended by Open Circle, as well as resources to assist in the selection of additional high-quality literature related to social and emotional themes. This workshop is ideal for professional development days.

Participation in this program includes:

- 2-hour workshop
- One copy of the Open Circle *Literature Workshop Booklet* for each participant

### Who Should Attend

This program is designed for all members of your school community. Participants often include classroom teachers, school librarians, and literacy specialists, but all are welcome! This workshop can also be customized for parent groups or PTO meetings.

## Family Overview Presentation

for Parents, Guardians and Caregivers

### Overview

This 90-minute presentation provides an introduction to the Open Circle approach, practices, and vocabulary. It can be tailored to include specific examples of how Open Circle is used in your school. Participants receive a booklet with resources for reinforcing Open Circle at home. This presentation is ideal for PTO meetings or other parent gatherings.

### Who Should Attend

This program is designed for parents, guardians and caregivers of children at schools using Open Circle.

## Bringing Out the Best in Your Child

for Parents, Guardians and Caregivers

### Overview

This 90-minute on-site presentation focuses on the many ways in which adult family members can make a big difference in their children's lives -- in how children believe in themselves, develop resilience and strengths, interests and passions, friendships and values that allow them to flourish and encourage their best selves to emerge. This workshop was developed in partnership with the award-winning Families First Parenting Programs and is ideal for PTO meetings.

### Who Should Attend

This program is designed for parents, guardians and caregivers of children ages 6-18.

## Supporting Children's Friendships

for Parents, Guardians and Caregivers

### Overview

This 90-minute on-site presentation helps parents understand developmentally typical patterns that occur in children's friendships as well as those which are more difficult. The workshop also provides a framework for when and how parents should become involved with their children's friendship issues. This workshop was developed in partnership with the award-winning Families First Parenting Programs and is ideal for PTO meetings.

### Who Should Attend

This program is designed for parents, guardians and caregivers of children ages 6-18.

## Program Pricing

The following programs are offered at Wellesley College and prices listed are per person. Contact us for pricing for on-site trainings and other group discounts.

<b>Core Program</b> with coaching by Open Circle . . . . .	\$950
<b>Core Program</b> with coaching by certified peer coach . .	\$725
<b>Administrator Workshop</b> . . . . .	\$250
<b>Coach Training</b> . . . . .	\$675
<b>Coach Institute</b> . . . . .	\$225
<b>Specialist &amp; Support Staff Workshop</b> . . . . .	\$195
<b>Parent Program Leader Training</b> . . . . .	\$430

## Publication Pricing

Open Circle publications are available to prior program participants. Prices include shipping and handling.

<b>Open Circle Curriculum</b> . . . . .	\$75 each
<b>Sustainability Leaders' Guide</b> . . . . .	\$35 each
<b>Parent Program Workbooks</b> (pack of 12) . . . . .	\$80 per pack

### Questions?

**call:** 781-283-3277  
or **email:** [info@open-circle.org](mailto:info@open-circle.org)  
and visit our **website:**  
[www.open-circle.org](http://www.open-circle.org)

## Funding Open Circle in Your School

Open Circle strives to keep prices low and ensure that our programs are accessible to all schools. While many schools fund Open Circle training from their operating budgets, some secure funds from other sources. Below are several funding sources to explore.

### Government Funding

- School Improvement Grants (Title I)
- Teacher Quality State Formula Grants (Title II)
- Safe Schools/Healthy Students Discretionary Grants
- Safe and Supportive Schools Discretionary Grants
- Partnership for Character Education Program

### School or District Funds

- Discretionary professional development funds
- Prevention, safety, school climate, character education, health education, or mental health education funds

### Local Resources

- Parent-teacher organizations/associations
- Education foundations
- Service organizations (e.g. Jaycees, Lion's Club)
- Local businesses

### Foundation Grants

- Sprint Character Education Grant Program

In addition to these sources, schools serving low-income communities may qualify for scholarships, made possible by grants and gifts awarded to Open Circle.

We offer individual counseling on funding for Open Circle. Our assistance is most useful when we are involved early in your fund-seeking process, especially for grant proposals. Contact us for more information.