

PATHS Elementary School
Principal's Guide

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How to Use this Guide

The PATHS Elementary School Principal's Guide was designed to assist you, your teachers, and school staff in providing a positive learning climate in your school. The materials and activities are to be used along with the classroom PATHS Curriculum to promote PATHS learning.

We hope that you utilize and enjoy this guide!



Social-Emotional Learning and CMSD

In order for social and emotional learning programs to be *comprehensive and effective*, there must be an environment of formal and informal developmental instruction at every level of the learning community provided by well-trained teachers, principals and building staff. The *climate* needs to nurture the social and emotional development of students while involving all adults who have influence in the development of each child. *Leadership* is necessary to provide on-going support and direction for the PATHS program and assist in the integration of social-emotional learning into the learning community.

Importance of School Leadership in creating a socially-emotionally healthy learning community

Research demonstrates successful implementation of social and emotional learning is dependent on *principals being heavily invested and involved* in the implementation.

Teachers and principals are not alone in the learning community. *All building staff members* influence the *overall atmosphere* of the school and the educational experience of the students. Guidance Counselors, Instructional Facilitators, Reading Specialists, Learning Support and Emotional Support staff, and nurses are pivotal to the success of students. These staff members can assist teachers by developing students' social and emotional learning through consistent modeling of the concepts outside the classroom. Every staff member who has contact with students must recognize and act on the important role they play in the emotional development of the children.

Ongoing adult learning supports a socially-emotionally healthy school district

Professional development not only means training - it also needs to focus on the learning advantages of collegial dialogue. School personnel are constantly looking for *fresh ideas* and *effective methods* of teaching and working with students. *New ideas* and shared experiences motivate staff members and builds confidence in their ability to integrate a new curricular focus. Personal connections with other staff members creates opportunities for discussion of successes, frustrations and questions. Critical insight and understanding results from effective professional development. The development of a healthy social and emotional classroom and school environment is an outcome of effective social and emotional professional development processes.



How Principals Can Use PATHS

School-wide:

- Ensure that all building staff, including secretaries, custodians, nurses, guidance counselors, social workers, are knowledgeable about PATHS and use PATHS strategies such as Feelings Faces, Doing Turtle, and the Control Signals Poster.
- Ensure that after-school staff are knowledgeable about PATHS.
- Use PATHS Messages in the daily announcements.
- Initiate school wide PATHS activities.

With Teachers:

- Use PATHS strategies during school assemblies by asking teachers to remind students how to calm down before the assembly,
- Give compliments during staff meetings.
- Look for PATHS lessons documentation on lesson plans.
- Observe teachers during PATHS Lessons.
- Include PATHS as part of the teacher evaluation process.
- Ask for anecdotes about PATHS Lessons and student use of PATHS skills

With Students:

- Recognize "PATHS Child of the Day" students and give frequent compliments to students.
- Hold weekly luncheons with the best "problem solvers" from each classroom.
- Use the Control Signals Poster or My Problem Page to discuss situations with students who are sent to the office for inappropriate behavior.
- Reinforce "doing Turtle" and "going to the Red Light."

With Parents:

- See the PATHS and the Parent Connection page for ideas.



Practices That Promote PATHS Implementation for Elementary Grades

In the Classroom

Planning for a PATHS Lesson

- ✓ Are PATHS lessons being modified to meet the class' interests and developmental levels? How?
- ✓ Are teachers prepared prior to teaching PATHS?
- ✓ Are the lesson's goals and objectives reviewed?

During the PATHS Lesson

- ✓ Is the PATHS lesson briefly introduced?
- ✓ Are there enough materials?
- ✓ Is there a good mixture of writing; story reading; and game/activity?
- ✓ Is there time for conversation and discussion?
- ✓ Is the lesson concept linked to other times of the day and/or school activities?

Environment

- ✓ Are the classroom rules posted and Feelings Faces (K-2) displayed?
- ✓ Are other PATHS materials posted?
 - PATHS Child of the Day Poster (K-3)
 - Control Signals Poster (1-3)
 - Problem Solving Poster (4-5)



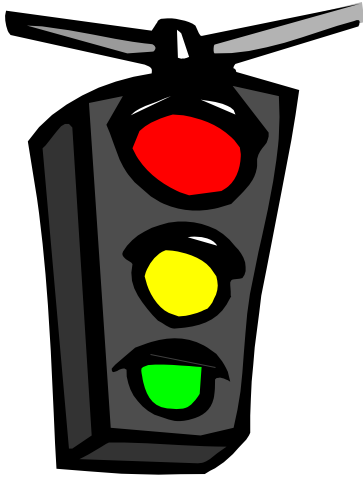
Modeling and Generalizing PATHS Concepts Throughout the Day

- ✓ Are the calming techniques (Doing Turtle or using the Control Signals) referenced as problems or intense situations occur in class/hallway/cafeteria, etc?
- ✓ Is there emotional coaching throughout the day?
- ✓ Are students encouraged to express their feelings and feelings are validated?
- ✓ Are students coached in appropriate ways to interact with others and praised when they do?



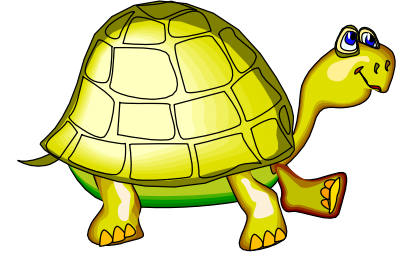
Building Wide Implementation

- ✓ Is PATHS referenced in the morning announcements?
- ✓ Are students directed to a Control Signals poster throughout the school to regulate their behavior?
- ✓ Do school staff wear a set of Feeling Faces and use them?
- ✓ Do you have your own Control Signals poster in your office and refer to it when reviewing problems with student?
- ✓ Do you use the "My Problem Page" to help students sent to your office?
- ✓ Do school staff frequently and consistently use PATHS language?
- ✓ Do you have a set of Feeling Faces and do you use them?



PATHS

Morning Announcements



Below are many suggested statements that can be included with the morning announcements for your school. What better way to encourage PATHS than to make it the last concept heard each morning?! Try wrapping up your daily announcements with

“And lastly, our PATHS thought for today is....”

1. Today and everyday is a good day to Turtle Up or use the Control Signal to calm down. Remember, you can make a good decision to stay calm and in control.
2. Mirror, mirror on the wall,

Give a compliment and that's not all,
Make it nice, make it kind,
A deserving person is easy to find!
3. Today is “Give the _____ A Compliment Day” (i.e. teachers, lunch helpers, bus drivers, custodians, principal, school nurse, guidance counselor, etc.). Let's let them know how much we appreciate their help by giving them a compliment!
4. Not all conflict is a dangerous thing. There are three kinds of conflict: OK Negative, and violent. Strive for OK conflict – where everyone says what they want and why and no one says anything insulting or mean or does anything to hurt someone else.
5. A frown and a smile met one day,

The frown was not able to stay,
It faced the smile and ran away!
6. Today is feel comfortable day. Put on a smile and see if it helps to create a comfortable feeling!
7. They word of the day is “rules”. Remember to follow your classroom rules and rules to be good citizens.

8. Remember that there are many kinds of compliments. Compliments can be about how a person looks, the things they have, the things they do, and the way a person is. Challenge yourself to give at least one of each of these compliments today.
9. Good manners make us feel comfortable. Try to remember to be polite in the halls, cafeteria, classrooms, and playground. When we are polite people like to be around us.
10. Wouldn't it be a wonderful world if everyone followed the Golden Rule? Let's show the world how to do it by treating others the way we want to be treated.
11. Remember your Fair Play Rules today. Don't forget to take turns, follow the rules, and to refrain from teasing or bragging. Good sportsmanship is just as important as winning.
12. In PATHS, we practice saying positive words to each other by giving compliments. A compliment feels as good to give as it does to receive. Today, remember to give compliments to your teacher, friends, and adults in your life.
13. The Golden Rule helps us to choose to do the right thing. Putting yourself in another person's place before taking any action towards them helps you choose to do the right thing. Treat others the way you want to be treated.
14. Our feelings are as much a part of us as our hands, feet or hair. Feelings, while on the inside, often show on the outside. All people have feelings. Keep your eyes open today and look for feelings.
15. Doing Turtle or touching or thinking about the control signals when you begin to feel uncomfortable are two ways you can control your own behavior. Our school and our classrooms have reminders about self control and many of you have made your own personal control signals. See how many control signals you can find today!
16. Playing fair is important whether you are the winner or the loser of a game. Playing fair means taking turns and following the rules. But it also means being a good sport! Congratulate the winner instead of being angry about not winning. Remember, it's only a game. Challenge the winner to another game and go out there and do your best!
17. We all have two kinds of feelings ~ comfortable and uncomfortable. Comfortable feelings are represented by the color yellow. YELLOW makes us think of sunshine and happy play times. Make today your yellow day. Put a smile on your face and look for the color yellow all over our school.
18. Sometimes saying "I'm sorry" seems to be too hard to do. Maybe you can apologize in different ways – shake hands; share something, or give a compliment.
19. Sharing isn't always easy. Sharing parts of yourself; your ideas, feelings, even your time, is a big part of growing up. It is considering OTHER'S needs and wants. Today, try sharing part of yourself with someone.
20. Refuse to fight! People fight with words as well as with their hands. Walk away when you are teased or someone dares you to do something you know is wrong. Find an adult to help you solve your problem. Refuse to fight!!
21. You may be able to hear, but do you REALLY listen to what others are saying. Good listeners focus, they concentrate on the speaker and what is being said. They sit still and STAY still until the speaker is finished. Try hard to really listen to one person today.

22. Good manners are GOOD for you! They almost always come with a smile and sometimes even a hug. They are like boomerangs, when you send them out with good intentions, they nearly always come back the same way. Send out your good manners today!
23. Rules; they seem to be everywhere we are! There are body rules, behavior rules, eating rules, playing rules; rules for everything we do! Following the rules keeps us safe, keeps us out of trouble, and helps us to learn. Rules are a very important part of everyone's life!
24. There is nothing wrong with wanting to be first, but not *every* time! There is nothing wrong with wanting to be the leader, either. But not *every* time! It is important to take turns – it's only fair!
25. Have you ever heard the saying "To HAVE a friend, BE a friend?" You can make new friends, one friend at a time. Be the first one to put on a smile and say "Hi! My name is _____." Get to know some new people and make more friends.
26. Inside each one of us is something like a tiny little thermometer that constantly measures our anger levels. When you first begin to feel upset, remember to look inside at your anger thermometer. If the red is rising, STOP, TAKE SOME SLOW, DEEP BREATHS, and check your thermometer once more. Keep breathing slowly and then check it again. If the red has gone back down, you are the winner in the game of self-control!
27. "You have to expect things of yourself before you can do them" – Michael Jordan. Think about your goals and create a plan to achieve them – expect success.
28. "The strong man is the man who can stand up for his rights and not hit back" – Martin Luther King, Jr. Choosing not to fight takes much more courage than fighting. Be courageous.
29. Make a new friend today. Offer to help someone, or sit next to someone you don't know very well. You may create a great new friendship.
30. Today is Rules Review Day. Spend a few minutes today thinking about classroom, hallway, and cafeteria rules. Try your hardest to follow those rules and help create a positive school atmosphere.
31. It's "Turtle Day!" Remember to use your shell to help you stay in control. Older students, help the younger kids out by reminding them to "Turtle Up."
32. Remember your manners today! Try your hardest to be polite and well-behaved! Use words like, please, thank you, excuse me, and I'm sorry, when you should.
33. Today is Personal Responsibility Day. Plan ahead for what you need. Write down all of your homework assignments and double check that you take it all home with you for tonight.
34. Compliment yourself today! Take a moment to think about the wonderful things about you! If things get tough at any time today, remember the things you think about right now. Everyone has greatness in them.
35. Remember that everyone has feelings and that ALL FEELINGS ARE OKAY. It's what you do about your feelings that can be okay or not okay. Today try your best to choose only okay behaviors.

36. Play by the rules! Remember that a good sport is someone that people will want to play with. Follow the Fair Play Rules: Take turns; follow the rules; don't tease or brag, and treat others the way you want to be treated.
37. How do you feel? Remember that all feelings are okay – comfortable, uncomfortable and private.
38. Listening is the best way to prevent or solve problems. Be a good listener. Look at the person speaking, don't interrupt them, pay attention to what they are saying and think about what they are saying.
39. Help create a safe and happy school. How? Stop gossip! If a story doesn't involve you, don't listen to it and don't tell it!
40. You can reach your goals! Think about something positive that you want to accomplish today...remembering all of your homework; using good manners; following the rules in your classroom. Make it your goal and work hard to achieve it – you can succeed!
41. Try and try again. Remember that the last step of the Control Signals is "Evaluate – how did I do?" Think about how your plan worked or didn't work to solve your problem. If you need to, go back to the Red Light and start over. A winner is someone who keeps trying when things don't work the first time.
42. No one likes to feel left out. Remember to include others in your activities during the day. Two or more heads are always better than one!
43. Try and try again. It's important to remember that most problems are not solved on the first try. Just like an athlete who might need to swing a bat at a couple of pitches before hitting one out of the park, you may need to try a few plans before a plan finally works. Keep trying, you may hit your own homerun.
44. When you feel yourself losing control try even harder to calm down. There are many ways to calm down, find one that works for you and use it! Take deep breaths; count to 10; tell yourself to calm down; picture a relaxing place in your mind; make a list of self-compliments are all examples of ways to calm down.
45. It's important to know that you can turn to someone for help in a tough situation. Think of the people who would best help you without causing more problems. Think about friends, school staff, and people in your neighborhood that would be trusted to help you solve your problems without causing any more trouble.
46. Never feel like you have to do something you don't want to do. You can use your refusal skills to get out of a tough situation. Some examples of refusal skills are to say no and explain why; suggest another idea or change the topic; say no and walk away. You can always stand up for yourself against pressure if you use your refusal skills
47. It's important to think about *consequences*. Consequences, or what will happen as a result of something you do or don't do, can be positive and negative. To think about what might happen next you need to *anticipate and evaluate*. Think ahead and be realistic about what may happen

My Problem Page

Activity supplements the PATHS concepts of:

- First Grade and Second Grade: Control Signals Poster

Materials: copy of “My Problem Page” worksheet, pencil, red, yellow, and green crayon or colored pencils, clipboard

Procedure:

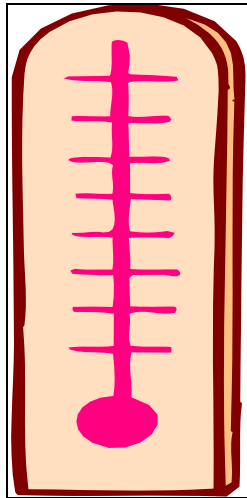
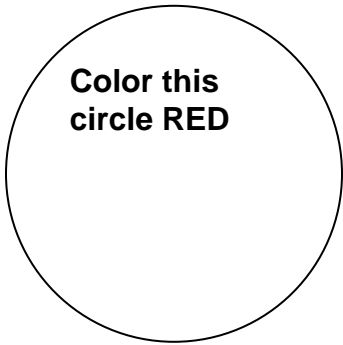
- This is a strategy to assist students who get sent to the Principal’s office for bad behavior.
- The Principal explains to the student that before they discuss the problem, the student is to complete the “My Problem Page” worksheet. The worksheet is a strategy to help the student calm down, think about what happened, and think about better ways to handle the problem the next time it occurs.
- If possible, the student is sent to a supervised quiet area to complete the worksheet.
- Please note that the My Problem Page is not to be presented as a punishment. It is to be presented as an opportunity for the student to calm down, to process what happened, and to problem solve preventing the incident from happening again.
- When the student has completed the worksheet, it is discussed with the Principal. The final item that should be discussed is the consequence for the bad behavior.

Promoting Alternative THinking Strategies©
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My Problem Page

My Problem: _____

How I Feel: _____



Very strong

Strong

Not strong

How strong is my feeling?

Mark on the thermometer.

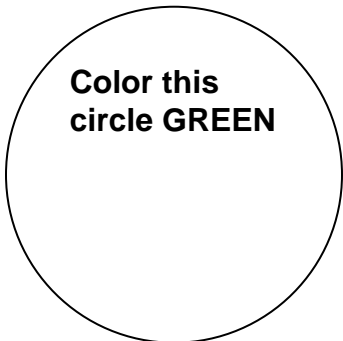
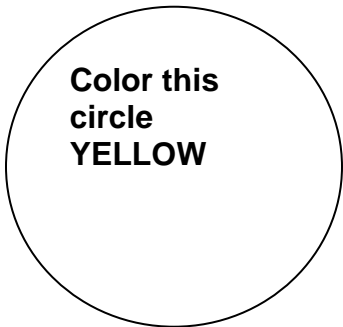
What can I do right now to calm down?

When this happens again, what are two things I can do that won't get me in trouble?

1. _____

2. _____

When this happens again, this is what I agree to do:





PATHS and the Parent Connection

- Ensure that teachers are using PATHS Parent Information and Activity Sheets.
- Include student progress in the area of social-emotional learning during Parent-Teacher Conferences.
- Provide a PATHS presentation and handouts during Preschool and Kindergarten Parent Orientation.
- Provide a PATHS presentation and handouts during Back to School Night.
- Have the school display their PATHS projects at a parent event.
- Have PreK and K classrooms perform the Turtle Story Play for their parents.