



District-Wide Transformational Planning

Audience: Implementation/Administration

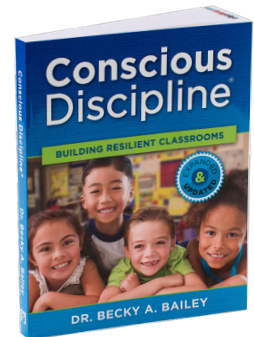
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Litchfield Elementary School District (LESD) Conscious Discipline® Transformation Plan – Year 1

The administrators lead the way by making small but significant changes. We will continue using the PBIS assessment and all current practices but add on the new skills, rituals, and structures that you experience in Admin, Curriculum or learn in your Book Study. During this year, the focus is on implementing with adults.

STEP 1

School Wide Professional Development: Take what you learn at the 2-Day Workshop and do a mini course with your staff on what your team considers critical for your campus for Year 1. We do not expect you to be fluent in everything you learn during the training! Just dive into a few things that you consider critical.



STEP 2

Administration Roll out to Teachers and Staff: The principal builds awareness by implementing the structures of Conscious Discipline with staff and practicing the skills. The district CDAT team is ready to brainstorm and support you throughout the process. You can embed new rituals, routines, and structures into your staff meetings, professional development and anywhere you would like within your school.

STEP 3

Conscious Discipline Action Team (CDAT) Formation: Principals will identify the individuals who have grasped Conscious Discipline and are enthusiastic about implementing change in their classrooms. These individuals become the school's CDAT. The goal of the school CDAT will be to begin mentoring teachers in skill development and implementation.

School CDAT Roles and Responsibilities:

- Leading the Book Study
- Sharing success stories at staff meetings
- Creating school-wide supports for growth such as School Family Assemblies, School-Wide Brain Smart® Starts
- Creating buddy classrooms for mentoring
- Creating a video library for the best Conscious Discipline practices to be shared
- Helping teachers brainstorm interventions aligned with Conscious Discipline
- Begin to create model Conscious Discipline Classrooms

STEP 4

School-Wide Book Study and Reflection: The principals and the CDAT team lead the way to continuously deepen the knowledge base and reflection. This book study will include the book and the book study videos on the Conscious Discipline website.



STEP 5

District-Wide Conscious Discipline Action Team -CDAT Roles and Responsibilities:

- Embed Conscious Discipline Structures, Routines and Rituals into monthly Curriculum Meetings, Administrative Meetings, and any Professional Development
- Be willing and ready to support any administrator through the Year 1 Rollout
- Participate in a Book Study with the District CDAT
- Commit to practicing to build Conscious Discipline fluency

Implementation Overview Conscious Discipline: Building School Family™ – Year 2

In order to ensure the monthly Conscious Discipline Structure is fully understood and not just a decoration, each month the school principal and CDAT will reteach/refresh the Conscious Discipline Power and Skill that goes with the monthly Conscious Discipline Structure. This year we will be diving into 4 Powers and Skills and 10 Structures.

Month	Chapter	Power	Skill	Structure
August	4	Perception	Composure	Greetings/Goodbye
September	4	Perception	Composure	Friends and Family Board
October	4	Perception	Composure	Safekeeper Ritual
November	6	Unity	Encouragement	Classroom Jobs
December	6	Unity	Encouragement	School Family Agreements
January	9	Love	Positive Intent	Wish Well Ritual
February	10	Intention	Consequences	Classroom Meetings
March	6	Unity	Encouragement	Welcoming a New Student
April	6	Unity	Encouragement	Absent Student Ritual
May	6	Unity	Encouragement	End of Year Ritual



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Week By Week Rollout:

Week 1 of Every Month - Curriculum

During Curriculum, principals will be trained on the Power/Skill/Structure to be rolled out the next month on every campus. They will be provided a voice-over PowerPoint to use to train their staff.

Week 2 or 3 of Every Month

Time needs to be scheduled with CDAT team. In August, this will happen Week 4 of the month because of when Curriculum falls.

Principals will meet with their CDAT team to go over the voice-over PowerPoint and plan the staff training. Teams can determine what other resources, besides the PowerPoint, should be added to the training based on the specific needs of their campus.

Week 1 of Every Month - Implementing New Structure

The first week of every month, time needs to be scheduled to present the new Structure to the staff.

CDAT teams and principal will train their staff on the Conscious Discipline Ritual/Routine that will be rolled out that month using the voice-over PowerPoint and any additional resources of their choice.

Implementation Expectations:

Every teacher is expected to begin implementing the monthly structure either Week 1 or by Week 2. If principals do not see evidence of the Structure by Week 3, they should assign the PBIS Coach, Advisor or Teacher Leader to coach the teacher in implementation of the Structure.

District-Wide Expectations:

Breathing strategies are embedded into every classroom from Day 1.
Breathing Visuals posted throughout school.

- Leadership team modeling the structures in staff professional development. Make it fun!
- School-wide announcements incorporate the Brain Smart® Start daily.
- Every campus will have a CDAT team to provide monthly training and support.



Monthly Structures:

Our District CDAT created monthly summary sheets for each Structure. Each summary sheet contains information on the Power, Skill, Structure, the teacher's responsibility and the principal/CDAT's responsibility. At curriculum each month, principals will receive a PowerPoint to train their staff on the Power, Skill and Structure.

August - Greetings and Goodbyes

September - Friends and Family Board

October - Safekeeper Ritual

November - Classroom Jobs

December - School Family Agreements

January - Wish Well Ritual

February - Classroom Meetings

March - Welcoming a New Student

April - Absent Student Ritual

May - End of Year Ritual





LESD Conscious Discipline Plan – Year 3, 2018-2019

STEP 1

At March's Admin meeting, Principals will receive a Reflection and Planning document where they will reflect on their school's present level of performance in regards to the structures and expectations from Year 2.

Principals will bring this back to their CDAT teams and they will collect some data on this form and design an action plan to address the needs.

Principals will bring the completed document to the April PD and discuss their data and plans with their colleagues. At this time, principals will also discuss what practices they are willing to let go of now that they have a deeper understanding of Conscious Discipline. This will all be documented on the reflection form. Administration will use the Conscious Discipline Rubric to do a personal reflection. CDAT team will present the Year 3 rollout.

STEP 2

Megan and Pete will provide a day long Conscious Discipline training for all new teachers to LESD. This training will be on July 20 for new elementary teachers and July 23 for new middle school teachers. This training will be at Mabel Padgett Elementary from 8:00 AM-3:30 PM.

STEP 3

Conscious Discipline PD for all campuses on Friday, August 3 from 9:30 AM-10:30 AM. Principals can choose which Conscious Discipline E-module to use to freshen up Conscious Discipline skills. E-modules are all approximately an hour but CDAT can choose which parts are relevant for their staff.

STEP 4

Friday, August 3 – 10:30am – 12:00pm, directly after Step 1 PD, Principals will:

- Personalize their commitment to Conscious Discipline. Share why they believe wholeheartedly in Conscious Discipline, what it has done for them personally and professionally and how they commit to leading the School Family on the next step of the journey.
- Present the LESD Year 3 Conscious Discipline plan. Plan for some type of symbolic commitment "gesture" where everyone commits to the next step of our Conscious Discipline transformation plan. This could be as simple as, "If you are willing to follow me on this next step, stand up and say, 'I am Willing' or it can be more creative, whatever CDATs and Principals decide is best for their School Family.
- Principal and CDAT will lead a School Family Agreement Activity to create the School Family commitments and then develop their School Family Agreement song/chant, rap, etc. to illustrate those commitments. Site CDAT teams can plan this commitment activity. It can be as simple as each person standing up and saying, "I am Willing!" to something like signing their name on Conscious Discipline Commitment poster.

STEP 5

Each school will identify 1-2 people who will have Conscious Discipline Parent Education as their TLP. Curriculum will order the Parent Curriculum at \$179 a kit from school budgets. Principals will send their names to Pete Kovats who will then reach out to the TLP teachers with the year long schedule of collaboration for planning the trainings. Principals will work with these teachers to identify the dates for monthly parent nights.



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STEP 6

CDAT team will use the LESD Year 3 Power-Skill Rollout to guide their Conscious Discipline professional development throughout the year. They will use the E Module that focuses on the monthly power and skill and the Conscious Discipline Rubrics the beginning of each month for teachers to reflect on their knowledge and use of the monthly power and skill. CDAT teams will use the E-Modules, Rubrics and any other activities to help all staff members gain a greater knowledge and understanding of the monthly Power and Skill.

STEP 7

CDAT members will create model Conscious Discipline classrooms where staff members can come observe and learn.

STEP 8

District CDAT will create model schools highlighting one new Conscious Discipline Structure as noted below. Principals will decide if they'd like to work on implementing one of these Structures or watch and learn this year.

- Kristin – Visual Routines and Procedures or Family Assemblies
- Sandy – Visual Routines and Procedures
- Tami – Conscious Discipline Student Ambassadors
- Jen Ben – Welcome to our School Family procedures and Goodbye Rituals

STEP 9

Advisors and PBIS Coaches will be provided a Brain State Lesson and Brain State PowerPoint, to go along with the lesson to use to teach every homeroom on their campus. The goal is for this to be completed by January.

STEP 10

PBIS Coaches and Advisors will be following the [New Teacher Implementation Plan](#) to introduce the Power, Skill and the Structure of the month to new teachers. They will use the PowerPoints and any other resources they want to support this new learning. They will also provide coaching and support throughout the month to empower new teachers with the skills they need to successfully implement the Structure.

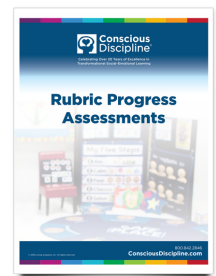
LESD Conscious Discipline Plan – Year 4, 2019-2020

CDAT teams will provide a computer to each staff member to complete the *Rubric Progress Assessment* (available at: [ConsciousDiscipline.com/resources/rubric-progress-assessments](https://www.consciousdiscipline.com/resources/rubric-progress-assessments)) and provide uninterrupted time for each member to complete. CDAT teams will explain that the data collected will assist in planning next steps for Conscious Discipline. These are to be submitted anonymously. (To be completed in April)

CDAT teams will record and analyze the data to determine which Powers and Skills to focus on for the 19-20 school year. They will then determine which School Family Rituals/Routines/Structures will be prioritized. The team could choose as few as 2 Skills/Powers to focus on for the year. Once this is determined, CDAT lead will make a copy of this document, delete the Skills and Powers that they will not be focusing on, and complete the action steps under the ones they chose (to be completed in April-May). They will add their school name to the end of the document title and share with Megan Duplain.

Once the plan is developed, CDAT teams will plan a time to meet with Megan Duplain and identify any areas of support they need from her (April-May).


Prior to the last day of school. CDAT teams will share the data from the *Rubric Progress Assessment* and the school's Year 4 Transformation Plan.





District-Wide Transformational Planning

Thoughts from Years 1 – 3 That Are Also Thoughts for Year 4

- ☐ The CDAT builds Structures into all PD/Meetings - Brain Smart Start, Wish Well, Safekeeper (Commitment), Celebrations, Daily Message
 - ☐ All schools will have a Conscious Discipline Action Team (CDAT) - Principals will identify the individuals who are leading the way in regards to CD.
 - ☐ The following Structures will be in place school-wide:
 - Greetings and Goodbyes
 - Friends and Family Board
 - Safekeeper Ritual
 - Classroom Jobs
 - School Family Agreement
 - Wish Well
 - Classroom Meetings
 - Welcome a New Student
 - Absent Student Ritual
 - End of School Ritual
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- ☐ Breathing strategies are embedded into every classroom from Day 1. Breathing Visuals posted throughout school.
 - ☐ School-wide announcements incorporate the Brain Smart Start daily-Connect, Unite, Commit, Disengage Stress
 - ☐ Principal will lead a recommitment discussion sharing his/her why for Conscious Discipline. CDAT will lead a School Family Agreement Activity to create the School Family commitments and then develop their School Family Agreement song/chant rap etc...to illustrate those commitments. Site CDAT teams can plan this commitment activity. It can be as simple as each person standing up and saying, "I am Willing!" to something like signing their name on a Conscious Discipline Commitment poster.
 - ☐ Conscious Discipline Parent Education nights
 - ☐ Behavior Coaches and Advisors will be provided a Brain State Lesson and Brain State PowerPoint, to go along with the lesson to use to teach every homeroom on their campus.
 - ☐ Behavior Coaches and Advisors will be following the New Teacher Implementation Plan to introduce the Power, Skill and the Structure of the month to new teachers. They will use the PowerPoints and any other resources they want to support this new learning. They will also provide coaching and support throughout the month to empower new teachers with the skills they need to successfully implement the Structure.

My Plan for the First Six Weeks

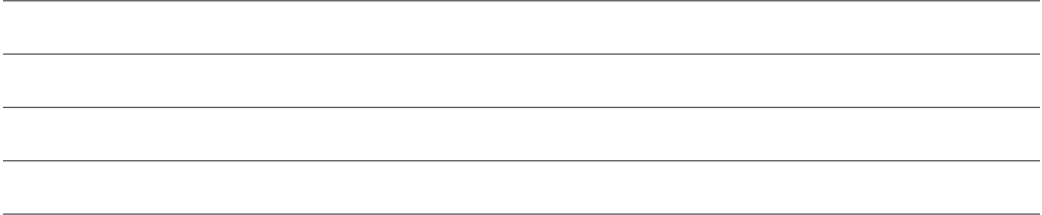
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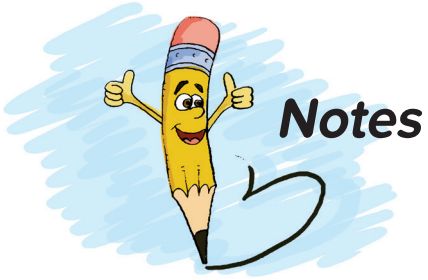
My Plan for the First Six Weeks

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