

Agenda

Day 1 of Imagine Training **8:30 a.m.-3:30 p.m.**

1. Registration (8:15 a.m.)
2. Welcome
3. Goals, Expectations, Definitions
4. Examining Bullying Behaviour
5. Overview of Imagine Resource and Initiative
- BREAK -**
6. Working with Steps 1-5 from the Imagine Manual
7. Responding to Bullying
- LUNCH -**
8. Working with Steps 6 and 8 from the Imagine Manual
9. Building Community in the Classroom-Classroom Meetings
- BREAK -**
10. Working with Step 7 from the Imagine Manual
11. Bringing It Together
12. Next Steps

**Imagine...A School Without Bullying:
A School Climate Approach to Bullying Prevention
School Climate Committee Training**

Day One

Time	Activity	Materials and Person Responsible
7:30	Finalize set-up	<ul style="list-style-type: none"> • Security to open doors
8:15 (15 mins)	Registration <ul style="list-style-type: none"> • Decorate room with resources, thought provoking quotes • Set up registration desk • Set up table(s) for each school with their name, discussion question sheets, post-it notes, tools • Have beverages available • Play music as participants gather • Poster Display set up 	<ul style="list-style-type: none"> • Registration Desk –Meet and Greet: • Registration List and Nametags: • Coffee, Tea, Water: • Music and portable stereo: • Manual, Tools, Post Its (for questions that can be put in the “parking lot” for later): • Handouts: • Visuals i.e. posters, quotes: • Door Prizes:
8:30 (20 mins)	Welcome Participants (Slides 1-3) <ul style="list-style-type: none"> • Opening Invocation or Meditation • Introduce Facilitators, Guests • Housekeeping Items: washroom location, refreshments/breaks, agenda, parking lot post its • Agenda Review • Goals for Today’s Training • Expectations of the Day (10 mins max) 	<ul style="list-style-type: none"> • Invocation/Meditation: • Copy of Agenda on flipchart : • Welcome/Intro of guests: • Welcoming Comments / Housekeeping: • Agenda Review: • Goals for Today’s Training: • Expectations:
8:50 (10 mins)	Introduction to Bullying (Slides 4-5 Definitions, Insert media examples of bullying into slide 6 for approximately 4 minutes) <ul style="list-style-type: none"> • [see slide 6 notes for suggestions on clips] 	<ul style="list-style-type: none"> • Facilitator : • CD of Slideshow: • Multimedia Projector:
9:00 (20 mins)	Activity #1 Your Experience with Bullying (Slide 7) <ul style="list-style-type: none"> • (Discuss in groups at each table) • “What struck you most about these clips?” • “What images/feelings/memories do these clips bring forward for you?” • “What has been your experience with bullying in your current school community (or most recent school community)?” Leader facilitates brief sharing in large group	<ul style="list-style-type: none"> • Facilitator: • Highlights from Large Group:

Time	Activity	Materials and Person Responsible
9:20 (20 mins)	About Bullying (Slides 8-19) <ul style="list-style-type: none"> • Types of Bullying • Social Context of Bullying • Conflict vs Bullying (2 slides) • Who is Bullied/Bullies (2 slides) • Consequences of Bullying (3 slides) • Bullying is Hidden • Focus on JK-8 • Respond/Prevent Bullying (2 slides) 	<ul style="list-style-type: none"> • Facilitator: • CD of Slideshow: • Multimedia Projector: • Screen, VCR and Tape: • Facilitator :
9:40 (20 mins)	Intro to Imagine Framework and Resources (Slides 20-28) <ul style="list-style-type: none"> • Values, framework, goals, supports, components, whole school, practical features 	<ul style="list-style-type: none"> • Facilitator : • CD of Slideshow: • Multimedia Projector:
10:00 (15 mins)	Break (Slide 29) (beverages, snacks)	<ul style="list-style-type: none"> • Hand out Rainbows and Assessment Tools:
10:15 (45 mins)	Taking the Temperature of the School Climate (Slide 30) Activity #2 Steps 1-5 Commitment and Engagement Each table will hear a synopsis of each step from the person who read it, then the whole group will use the assessment tool to review where their school is at with regard to each step. (Five people will have each read one of steps 1-5 before the training—a recorder at each table will record details about each step on the rainbow) (See notes from Administrator Orientation Slides-Slide 17 for further explanation of this task)	<ul style="list-style-type: none"> • Facilitator will Introduce Activity i.e. the group will need a recorder for the school's copy of the assessment tool and for the rainbow:
11:00 (60mins)	Responding to Bullying (Slides 31-41) <ul style="list-style-type: none"> • Principles re: Responding to Bullying • Model of Responding to Student Who was Bullied • Model of Responding to Student/s Who Bullied • Closing the Communication Loop 	
12:00 (40 mins)	Lunch (Slide 42)	
12:40 (15 mins)	Door Prize Draws Check In with general mood of group: deal with “parking lot” questions, concerns, suggestions	<ul style="list-style-type: none"> • Facilitator :

Time	Activity	Materials and Person Responsible
12:55 (40 mins)	Intro of Steps 6 and 8 (Slide 43) Activity #3—Reflecting on Supervising and Responding-Steps 6 and 8 Each table will hear a synopsis of step 6 & step 8 from the people who read them, then the group will use the assessment tool to review where their school is at with regard to each step 6 & 8. (A recorder will record the step details on the rainbow, and the ideas on the assessment tool.)	<ul style="list-style-type: none"> Facilitator:
1:35 (50 mins)	Introduction to Classroom Interventions (Slide 44) <ul style="list-style-type: none"> Class meetings, lessons, structure 	<ul style="list-style-type: none"> Facilitator: VCR etc.: “Bridgette” Video Tape (see slide 44 notes for detailed info):
2:25 (10 mins)	Break (Slide 45)	<ul style="list-style-type: none"> Hand out Evaluation sheets:
2:35 (40 mins)	Intro of Step 7 (Slide 46) Activity #3 Reflecting on the School Climate - Step 7 Each table will hear a synopsis of Step 7 from the person who was assigned to read it before training. The table group will then use the assessment tool to review where their school is at with regard to step 7. (A recorder will record the step details on the rainbow, and the ideas on the assessment tool.)	<ul style="list-style-type: none"> Baskets of treats:
3:15 (15 mins) Ending at 3:30 pm	Summary of Training <ul style="list-style-type: none"> Revisit expectations from beginning of day, and any more “parking lot” questions Next Steps (Slide 47) Date(s) of next training day(s) Evaluation of Sessions – have them place completed sheets on tables or collect on way out of door Thank you (Slide 48) 	<ul style="list-style-type: none"> Facilitator: Evaluation sheet Retrieval: Audio: