



DEMO

**LESSON #1**

**What Is This All About?**

**Geode Discipline Series**

## What Is Involved

Here's a quick review of what the previous two pages outlined for your involvement with this lesson.

- ✓ My Supervisor gives me a lesson to complete.
- ✓ I set aside 60 minutes to complete the lesson.
- ✓ When finished, I return the lesson to the Supervisor.
- ✓ My Supervisor reviews the lesson and decides whether to give me another lesson.
- ✓ I take the Geode Parent Handbook home and give it to my parent/caregiver.
- ✓ I take the Parent/Student Summary home to discuss with my parent/caregiver.
- ✓ My parent/caregiver and I both sign the Summary.
- ✓ I return the Summary to my Supervisor.
- ✓ Then school officials decide when I can return to my regularly scheduled classes, or if I will complete more lessons.

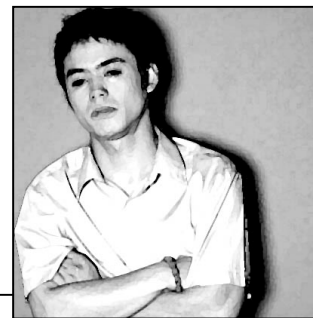
Pretty simple, right? So, let's get on with it!

## Who Is Responsible?

### Your Choice

There are probably lots of other places you would rather be right now. But you are here! ★ Check the choice below that best describes the level of responsibility you now take for being here.

- I will take complete responsibility for being here.
- To some degree I am responsible for being here.
- It's not my fault, but I will take responsibility for being here.
- I'm not responsible for being here.
- It's not my fault, and I am not responsible.
- It's not fair that I have to go through this program.
- I don't even want to bother checking any of these boxes!



# Stuff Happens

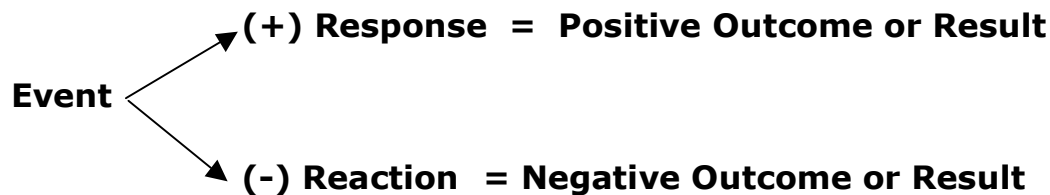
**"Arthur Toynbee, the great historian, said that all of history can be written in a simple little formula – challenge, response. The challenge is created by the environment, and then the individual . . . comes up with a response."\***

- Stephen Covey

Stuff happens. We cannot always control what happens to us. This may not be fair, but it's the way life is. The challenge is to find a response that will produce results that are positive for yourself as well as for others. Here is a simple way to describe this formula.

## **Event + Response = Outcome (or Result)**

Looks simple enough. Actually it gets a little more complicated when we lose control of our emotions or if we don't think about what the result of our actions might be. A better formula to produce positive results would look like this:



The formula works like this. An event happens. It may be accidental or unintentional or it may be on purpose or intentional. If you **respond** to that event in a positive way, you will most likely get positive results. If you **react** to that event in a negative way, you will most likely get negative results. The difference between responding and reacting is that when you respond to something, you are thinking about the kind of results that you want and you act accordingly. When you react – you are not thinking at all. Now just how smart is that!

# When Stuff Happens To You!

That was Karla's situation. Let's relate this to *your* situation, the event which resulted in your being here. Reflect upon the situation (event) that landed you here in the first place, and ★ fill in all the sections below.

<b><u>EVENT</u></b>	
Describe what happened that led a school official to assign you to detention/suspension.	
Did you react or respond to this event? Be honest and fill in your answer under the appropriate box below.	
<b><u>Reactions (-)</u></b>	<b><u>Responses (+)</u></b>
If you think you reacted to the event – state what you did here.	If you think you responded to the event in a positive way, state what you did here.
<b>DEMO</b>	
<b><u>Results (-)</u></b>	<b><u>Results (+)</u></b>
What negative results do you think you will get from your reaction?	What positive results do you think you will get from your response?
<b><u>My Choice</u></b>	
Describe exactly what you will do to avoid a negative result if you are in a similar situation in the future. How can you respond positively in order to gain respect, responsibility, and trust?	

## Expectations and Agreements

Just to make sure we are all clear, here are the expectations for a successful completion of this learning program. ★ Check each one that you agree to do.

- I will complete each lesson assigned to me.
- I will complete all sections required of this series before my detention, suspension, or court appointed deadline is finished so that there is enough time to notify the appropriate authorities that I have completed the learning series.
- I will find a way to apply what I have learned here.
- I will involve my parent(s) by talking with them about the choice(s) I made that got me into detention/suspension and the choice(s) I am making today.
- I will also make sure my parent(s) complete and sign the Parent/Student Summary at the end of each lesson.

Other things I will do to make sure I take a difficult situation and make it produce good results for me:

- \_\_\_\_\_  
\_\_\_\_\_
- \_\_\_\_\_  
\_\_\_\_\_
- \_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Supervisor Signature

\_\_\_\_\_  
Date

# Parent/Student Summary

## Parent

Were you successful in completing the process in a positive way?  
 Yes     No

Do you fully understand the reason for the disciplinary action?  
 Yes     No

Does your child understand the reason for the disciplinary action?  
 Yes     No

Does your child accept responsibility for the behavior that resulted in this disciplinary action?  
 Yes     No

Please check the appropriate statement:

My child has agreed to take the following action to make amends and/or restitution:

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My child has not agreed to make amends and/or restitution.

My child has designed a plan to avoid this behavior in the future. (Be prepared to discuss this plan with your Contact.)  
 Yes     No

## Student

Were you successful in completing the process in a positive way?  
 Yes     No

Do you fully understand the reason for the disciplinary action?  
 Yes     No

Do you accept responsibility for the behavior that resulted in this disciplinary action?  
 Yes     No

Have you designed a plan to avoid this behavior in the future? (Be prepared to discuss this plan with your Supervisor)  
 Yes     No

Are there challenges in your life that are interfering with your ability to achieve your goals?  
 Yes     No

Who at school would you like to be able to talk to about any issues you may have?  
\_\_\_\_\_

Would you like someone to set up a time for you to talk to this support person?  
 Yes     No

**Please sign and return to your ISS teacher by \_\_\_\_\_.**

\_\_\_\_\_  
Parent Signature

\_\_\_\_\_  
Student Signature

Date \_\_\_\_\_



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**LESSON #2**

# **This Is Your Job**

**Geode Discipline Series**

## Work Behavior & Consequences

★ Do you think most work place(s) have guidelines or rules of behavior?

Yes       No

When a company does have rules of behavior, ★ who do you think makes the decisions about what will be the rules?

Customers    Employees    Supervisors    Owner

If someone did the following things at work, what consequences do you think would happen? ★ Write what you think will happen in the right hand column under the word "consequences."

### Behavior

### Consequences

- ⇒ Late for work \_\_\_\_\_
- ⇒ Failure to follow supervisor's instructions \_\_\_\_\_
- ⇒ Failure to complete work assignments \_\_\_\_\_
- ⇒ Goofing off – wasting time \_\_\_\_\_
- ⇒ Swearing (at supervisor, employees, customers) \_\_\_\_\_
- ⇒ Being disrespectful (to supervisor, employees, customers) \_\_\_\_\_
- ⇒ Stealing \_\_\_\_\_
- ⇒ Cheating \_\_\_\_\_
- ⇒ Lying \_\_\_\_\_
- ⇒ Wearing inappropriate clothing \_\_\_\_\_
- ⇒ Displaying disruptive behavior \_\_\_\_\_

# Your Current Job Evaluation

Let's say your current job evaluation (report card) is about to come up. If you are here in Detention that's probably not far from the truth! To prepare, ★ fill out this job evaluation sheet.

\_\_\_\_\_  
**Company** (School Name)

\_\_\_\_\_  
**Manager** (Assistant Principal)

\_\_\_\_\_  
**My Position** (the grade you are in)

**My Work Projects** (list class schedule)      **Supervisors** (list Teachers)

<input type="checkbox"/>	_____	_____
<input type="checkbox"/>	_____	_____
<input type="checkbox"/>	_____	_____
<input type="checkbox"/>	_____	_____
<input type="checkbox"/>	_____	_____

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**Misbehavior:**

**Consequences**

(List what you did that got you sent to detention)

<input type="checkbox"/>	_____	_____
<input type="checkbox"/>	_____	_____
<input type="checkbox"/>	_____	_____

Now look back on what you wrote on page 3 about the consequences that might happen at your other jobs if you broke one of the rules. If you are not sure, or if these would not apply to the type of job you had, then think of it this way: what might happen to your parent if he or she did this type of thing on the job? ★ Write the "job consequences" in the right hand column above.



## Cleaning Up My Work History

Now look back at what you wrote on Page 3 about the consequences that might happen at your other jobs if you broke one of the rules or did not meet the expectations of your employer. You probably don't want that to happen here at your school job! If you were at that job, what could you say to the supervisor (or the other person's involved) that would help reconcile the situation, so it doesn't go against you on your evaluation/report card?

★ Write what you would say in the space below.

★ **Clue** – it has more to do with assuring them how you will act differently in the future!

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Perhaps you felt you should talk to your boss about your mistake and your plans for correcting this mistake. How would you approach your boss?

★ Check the approach you think would be most effective.

- Talk to the boss when he/she is busy.
- Talk to the boss in front of other employees.
- Make an appointment for a private conference.
- Send a note of apology.
- Tell the boss that you feel harassed or picked on.
- Cop an attitude while talking to the boss.