

A PEACEMAKING PROCESS

1. **Invitation/Safety.** "Is everyone willing to search for a constructive, fair and just agreement? Can we agree to use option # 4 or # 3?" (If no, should we use option # 2 or # 1?)
2. **Ground Rules.** (Ask for agreement to each)
 - > "Follow the process."
 - > "If process seems unfair, say so."
 - > "No interrupting."
 - > "Be willing to summarize."
3. **Describe, Summarize and Recognize.**
 - > *Person A.* "Describe how you experienced the Problem, conflict, or Injustice."
Person B. "Summarize."
 - > *Person B:* "Describe how you experienced the Problem, conflict, or Injustice."
Person A: "Summarize."Have experiences been recognized? If no, repeat 3.
4. **Search for Agreements that will:**
Restore Equity. "How can you make things as right as Possible now?" and
Clarify Future Intentions. "How can you prevent this From happening again?"
5. **Summarize Agreement and Congratulate.**
Write Agreement (when possible). Set follow-up meeting. Congratulate for being cooperative. (If no agreement, Return to 1 above).
6. **Follow-up.** Are all agreements being kept? If yes, *celebrate.* If problems are reported, repeat process.

"Trust grows when agreements are made and kept."

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#1 (I) |

#2 | |

(X)

#3 | |

X

#4 | |

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FOUR OPTIONS FOR HANDLING CONFLICT

#1 (I) |

#2 | |

(X)

#3 | |

X

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FOUR OPTIONS FOR HANDLING CONFLICT

**Conflict Mediation
Agreement(s) Form
2016-2017**

Conflict Mediation agreement for: _____ (name)

This conference took place on _____ (date) at _____ (time)

Meeting was facilitated by _____

Participants in this conference were:

- | | |
|----------|----------|
| 1. _____ | 5. _____ |
| 2. _____ | 6. _____ |
| 3. _____ | 7. _____ |
| 4. _____ | 8. _____ |

Notes section:

Agreements: (List what will be done, who will do it and a time frame)

- 1) _____

- 2) _____

- 3) _____

- 4) _____

- 5) _____

- 6) _____

Circle of Concern Process

- 1. Facilitator:** Make sure that all chairs are in a circle. No desks/tables should be in-between those participating. Make sure the student is to the right of the facilitator, so they can reflect after the feedback has been given.
- 2. Facilitator:** Thank everyone for coming and participating. Thank student for taking a risk and working with us. State the intended time commitment for the circle.
- 3. Explain the ground rules for the circle process:**
 - *Talking piece
 - *Clockwise
 - *Nobody can speak unless they have the talking piece
 - *You may pass
 - *Listening is key
 - *I am the facilitator, but I am not here to fix the problem. I merely hold the space for us to work together to seek positive solutions.
 - *Confidentiality- Pass the form around and get signatures.
- 4. Facilitator poses first round question:** “Let’s begin by stating what each of us hopes to accomplish by participating in this circle today.”
- 5. Facilitator poses second round question:** “We are here today to offer support and feedback for _____ (the student). We will begin by giving _____ (the student) some feedback about behaviors that we see that are concerning us.”
 - *When it comes to the student, have them reflect what they heard and what they think about it. They may then also answer questions that came up as the talking piece went around the circle.
- 6. Facilitator poses third round question:** “Please describe what positive attributes _____ (the student) has and talk to the young person about how you hope they will use these assets in the future.” Offer words of encouragement, etc...at this time.
 - *When it comes to the student, have them reflect what they heard and what they think about it.
- 7. Agreements:** Facilitator sets the talking piece in the center so the group can talk about a plan for improving the situation. The facilitator writes the agreements on the sheet.
- 8. Evaluation form:** Have everyone who participated fill out an evaluation form and return them to the facilitator. Set up a time/date for a follow up circle, if one is needed.
- 9. Thank all for participating. ☺**

**Circle of Concern Members
2016-2017 School Year**

Data Privacy Agreement

The undersigned are appointed members of _____'s Circle of Concern established through Walnut Creek Campus. The undersigned understand that the information to be exchanged in _____'s Circle of Concern will be treated as private data. This information will not be shared with others, unless permission is given by the circle participants.

Circle of Concern Member	Role: Parent, Staff Member, Student, Friend, etc.	Date

Circle information may be shared with:

**Circle of Concern
Agreement(s) Form
2016-2017**

Circle of Concern agreement for: _____ (name)

This conference took place on _____ (date) at _____ (time)

And was facilitated by _____

Participants in this conference were:

- | | |
|----------|----------|
| 1. _____ | 5. _____ |
| 2. _____ | 6. _____ |
| 3. _____ | 7. _____ |
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Notes section:

Agreements: (List what will be done, who will do it and a time frame)

- 1) _____

- 2) _____

- 3) _____

- 4) _____

- 5) _____

- 6) _____

TURN OVER

**Circle of Concern
Evaluation Form
2016-2017**

Date: _____

Check one:

I am a: _____ Male _____ Female

Which of the following best describes you?

- | | | |
|----------------------------------|-----------------------|---------------------------|
| _____ student who circle was for | _____ parent/guardian | _____ other family member |
| _____ school administrator | _____ school staff | _____ other student |
| _____ community member | _____ other | |

For each statement, circle one word: agree, uncertain or disagree.

- | | | | |
|--|----------|-----------|-------|
| I knew why we were meeting in a circle. | disagree | uncertain | agree |
| The circle is a good/productive way to talk about issues. | disagree | uncertain | agree |
| I know better how other people feel by listening in circle. | disagree | uncertain | agree |
| The circle keeper was fair and kept the group on track. | disagree | uncertain | agree |
| I think talking in a circle helps to make the classroom/school a more respectful and caring place. | disagree | uncertain | agree |
| I think the plan/agreements we made will make the situation better. | disagree | uncertain | agree |

TURN OVER