

Communication Skills

Communication is derived from the Latin word "Communis" which means to share.



The Four Communication Skills





Active Listening definition:

a way of listening and responding to another person that improves mutual understanding

Communication skills and active listening:

- Cultivates social awareness as we consider other's point of view
- Strengthens our own **self-management skills** as we quiet our inner dialogue and practice being present
- Builds our relationship skills helping us to connect, develop empathy, solve problems collaborate, and manage conflicts

Classroom Resources Elementary

- Talk Moves
- A Circle a Day



- Academic Language Scripts
- 4 Part Nonviolent Communication Process

Secondary

- Questions for Formative Feedback
- How to Teach Students to Give Peer Feedback
- Goal Setting for Academic Discussion (Reflection sheet)
- <u>Community Circles</u> (Overview + Questions)
- A Circle a Day (Oakland Unified School District)
- Developing Habits of Inquiry: Analyzing Media Messages
- <u>Students Taking Action Together</u> (Helping Students Get Along Better and Communicate Respectfully And Empathically via Social Studies Instruction)
- 4 Part Non-Violent Communication Process

Staff Resources

- Asking Open, Honest Questions
- Norms for Dialogue
- Phrases to Support Discussion and Collaboration
- Bridging Differences Playbook

Books for discussion re: communication skills (thinking/reflection, listening, perspective taking, communicating feelings, empathetic responses, inquiry/curiosity, speaking authentically, setting boundaries, resolving conflicts, repairing relationships, non-verbal communication—tone of voice, hand gestures, facial expressions, posture, giving and receiving feedback, etc.)

Primary:

- Do You Speak Fish? (by DJ Corchin)
- Telephone (Mac Barnett)
- Just Ask, Be Brave, Be You (by Sonia Sotomayor and Rafael Lopez)
- The Big Umbrella (by Amy June Bates)
- Frog and Toad are Friends (Arnold Lobel)
- Listen to the Language of the Trees (Tera Kelly)
- Taste Your Words (Bonnie Clark)

Frog and Toa Are Friends

Intermediate

• Amelia Bedelia (Peggy Parish)







Story Time

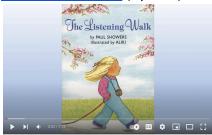
Grades K-1

<u>Listen and Learn</u> (by Cheri J. Meiners)



Grades 2-3

The Listening Walk (by Aliki)



Grades 4-6

The Other Way to Listen (by Byrd Baylor and Peter Parnall)



Videos:

Elementary

- Encouraging Academic Conversations with Talk Moves (Edutopia)
- 60 Second Strategy: SLANT Listening (Edutopia)

Secondary

• 60 Second Strategy: Fishbowl Discussion (Edutopia)



- <u>Fostering Active Engagement through Fishbowl Discussions</u> (+ Supporting Materials, Facing History and Ourselves)
- Building Perspective Through Meaningful Discussion (Edutopia)
- <u>60 Second Strategy: SLANT Listening (Edutopia)</u>
- How to be an Upstander: 5 Tips for Civic Dialogue in an Online World (Facing History and Ourselves)
- How to Set the Stage for Challenging Conversations (Video, Edutopia)
- Poetry Out Loud recruitment flyer and information, Poetry Out Loud event Feb. 7, 2023
- Charlie Brown Teacher Speaking

Articles

Staff:

- The Six Keys to Positive Communication (Greater Good Science Center)
- Bridging Differences Playbook (PDF, Greater Good Science Center)
- Why Psychological Safety Matters (Harvard Graduate School of Education)
- A Guide to Psychological Safety for Educators (Edutopia)
- Amy Edmonson TEDx

Elementary:

- Teaching Students How to Have an Academic Discussion (Edutopia)
- What Productive Talk Looks Like in the Elementary Grades (Edutopia)
- <u>3 Essential Tools to Foster Oracy Skills in Grades Pre-K to 2</u> (Edutopia)
- Introducing Upper Elementary Students to Academic Discourse (Edutopia)
- How to Promote Productive Discussion in Math (Edutopia)
- How to Adapt Popular Discussion Strategies for Kindergarten (Edutopia)
- <u>Teaching Students to Disagree Productively</u> (Edutopia)

Secondary:

- 5 Strategies to Improve Middle and High School Students' Listening (Edutopia)
- A Protocol to Encourage Robust Classroom Discussions (Edutopia)
- Teaching Students How to Have Meaningful Conversations (Edutopia)
- Teaching Adolescents about Tone of Voice (Edutopia)
- Learning to Interview Builds a Range of Communication Skills (Edutopia)
- Teaching Debate Across the Curriculum (Edutopia)
- How to Promote Productive Discussion in Math (Edutopia)
- Effective Student Led Discussions (Edutopia)

Parents/Caregivers

- Peaceful Parenting (Greater Good Science Center)
- Five Ways to Help Kids Manage Frustration (Greater Good Science Center)



Writing

thoughts to the mind - is the great invention of the world....Great, very great, in enabling us to converse with the dead, the absent, and the unborn, at all distances of time and space, and great not only in its direct benefits, but its great help to all other inventions.

Abraham Lincoln

WriteAtHome.com

(6)

I like to listen. I have learned a great deal from listening carefully. Most people never listen.

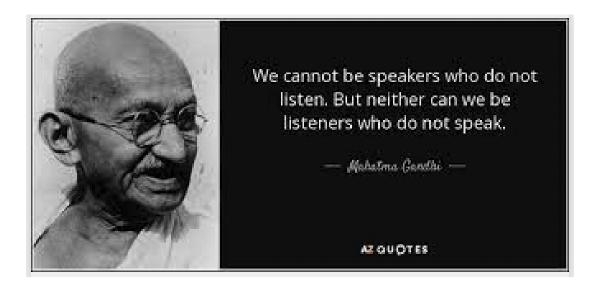
Written by: Ernest Hemingway

"Listening helps us unlock creative thinking and empower the least empowered members of our communities."

Shane Safir in Education Week Teacher







Generous Listening

Written by Marilyn Nelson

On Being Gathering, 2018

A conversation can be a contest, or a game of catch with invisible balloons. They bounce between us, growing and shrinking, sometimes floating like cloud medicine balls, and sometimes bowling at us like round anvils. You toss a phrase and understanding blooms like an anemone of colored lights. My mind fireworks with unasked questions. Who is this miracle speaking to me? And who is this miracle listening? What amazingness are we creating? Out of gray matter a star spark of thought leaps between synapses into the air, and pours through gray matter, into my heart: how can I not listen generously?





