

MANNERS *of the* HEART[®]

AN ELEMENTARY HEART EDUCATION CURRICULUM



PRE-K thru 2nd GRADE

The education of the heart must be the heart of education.

Dear Educator,

We share the concerns you have for the students in your school district. An inordinate number of children are raised in poverty, violence, transience and abuse, and those fortunate enough to avoid these challenges are still subjected to an increasing and alarming incivility in our society and homes. The results are low academic performance, increased disciplinary problems and an overall sense of discouragement and loss of hope.

At Manners of the Heart, we believe the answer is found in respect-based Heart Education. Teachers employing the MOH curriculum report decreases in conduct problems, bullying and hyperactivity and increases in pro-social behaviors. Students demonstrate improved knowledge of appropriate behaviors in difficult situations, and standardized test scores show marked increases. Our research-based curriculum has resulted in an average increase of 15 points in the School Performance Score and a 30% decrease in discipline referrals. As both children and adults internalize the message of respect for others, the entire culture of the school begins to change.

Manners of the Heart assists children in developing the skills necessary to stay in school, perform better in school, maintain healthy relationships, and develop better problem solving skills.

Thank you in advance for taking your time to consider incorporating Manners of the Heart curriculum into the life of your school.

Respectfully yours,

Jill

Jill Rigby Garner
Founder, Manners of the Heart

MISSION

Our mission is to restore respect and civility in our society by equipping schools, encouraging families and engaging communities in respect-based **HEART EDUCATION**.

VISION

We envision a world where the **ATTITUDE** behind the **ACTION** reflects **RESPECT**.

OUR CORE VALUES

We strive to be people of **INTEGRITY**.

We treat others with **RESPECT**.

We **CARE** for each other and those we serve.

We seek **CONTINUOUS IMPROVEMENT** in all we do.

We aim for **EXCELLENCE**.

MANNERS *of the* HEART®

Big Ideas

- Unlocking the heart opens the mind.
- Children who learn to esteem others gain respect for themselves.
- The attitude behind the action determines the action.



LESSON CONTENT

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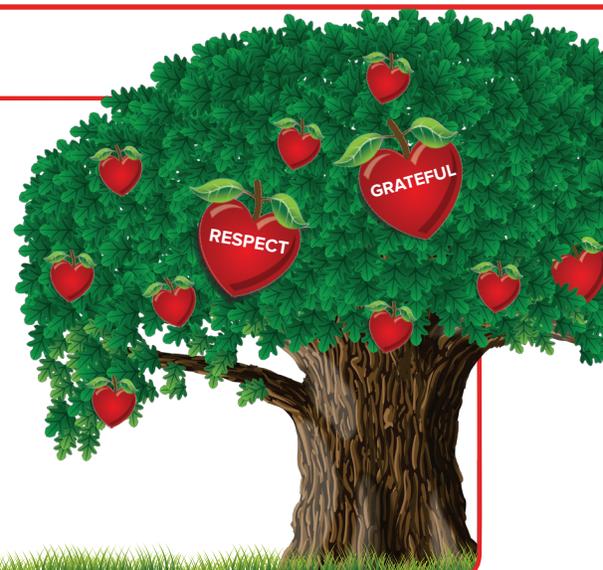
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HEART ATTRIBUTES

Wilbur, the Wise Ol' Owl, lives in the **Happle Tree**, the only one like it in the world! **Happles** grow on Wilbur's tree, each representing an individual Heart Attribute. With every lesson, Happles are added to the Happle Tree. As the tree fills with Happles, so a child's heart fills with all good things!



INSTRUCTIONAL DESIGN

Lev Vygotsky, a developmental psychologist in the early 1900s, introduced the foundation for what has become the social and emotional learning of today. The necessity of social interactions, instruction and relationships in the development of higher learning was a cornerstone of his work. He asserted that the potential for cognitive development is limited without fully developed social skills.

In the scope and sequence of Manners of the Heart lessons, we have designed three levels of competency based in Vygotsky's Social Development Theory. Weekly lessons expand by grade level to include the ever-changing world of a child.



Using Week 4 as an example, the concept of Helping Others is introduced as “Helping when asked to help.” The world of PreK-1st graders consists of a small, protected environment. Learning how to follow directions is the first level of competency.

As their world expands, 2nd & 3rd graders begin to understand the next level of competency, “Helping without being asked.”

The satisfaction gained from following the direction to help others in their early years, becomes the motivation to reach out and help someone who is in need without being asked.

By practicing what they have learned, they develop the foundation needed to move into third grade. When this level of competency in social and emotional skills is reached, a child's attitudes and actions are carried into adulthood.

Your students will discover that the greatest satisfaction in life comes from finding your purpose so that you can help others find their purpose. *This is the long-term gain and life-transforming work in the heart of your students that takes place through Manners of the Heart.*

University Research Study

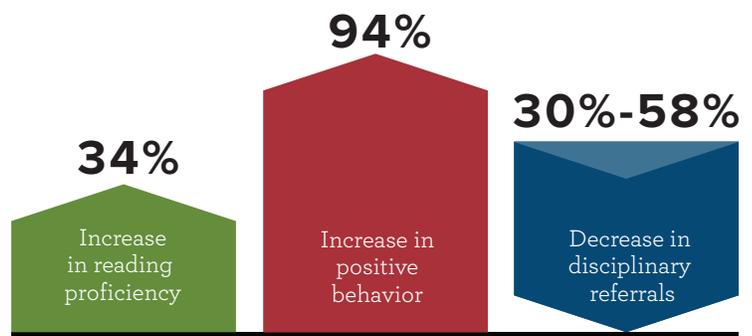
Dr. Monique LeBlanc, Ph.D., Professor of Psychology at Southeastern Louisiana University, conducted a research study on the academic impact of Manners of the Heart® in schools.

-30%

Decrease in
Disciplinary Referrals

+15pt

Increase in
SPS



What Manners of the Heart Schools Say

ENGAGING THE IMAGINATION

At Manners of the Heart, we believe the imagination is born from the heart. The first step toward academic success is unlocking the hearts of your students so their minds will open to receive the information you have to impart to them. Weekly lessons are story-based and set in the fictitious town of Merryville, which is filled with comical characters and creative story lines that illustrate the principles being taught in each lesson.

Materials:

- Grade Level Teacher's Manual (Contains reproducible worksheets and Home Connection Letters)
- Grade Level Student Workbooks
- Wilbur, Peter and Penelope Puppets
- Happle Tree Poster and Happles
- Character Set for Bulletin Boards
- Heart Attribute Flashcards



MY MANNERS DIGITAL RESOURCES

My Manners is the intranet portal available with paid subscription at mannersoftheheart.org

- Grade Level Lesson Materials and Reproducibles
- 92 Interactive Whiteboard Activities—designed for use with ActivInspire Software
- Audio Recordings of the Merryville Stories
- Video Recordings of Merryville Songs
- Animation Videos
- Daily Morning Announcements
- Journal Prompts
- English and Spanish Home Connection Letters
- Graphics



BEST PRACTICE

Manners of the Heart is an effective, user-friendly, respect-based Heart Education curriculum for your students. For optimum results, introduce the new Concept on Day 1, followed by daily lessons throughout the week to obtain mastery by Day 5.



DELIVERY OF INSTRUCTION

DAILY MORNING ANNOUNCEMENT

GRADE	DAY 1	DAY 2	DAY 3	DAY 4	DAY 5
PreK	MERRYVILLE STORY	CENTER ACTIVITY	CENTER ACTIVITY	CENTER ACTIVITY	TECH TIME
K-2	MERRYVILLE STORY	ART/MUSIC OF THE HEART	MERRYVILLE MOVES	CREATIVE CONNECTION	TECH TIME

Daily Morning Announcement – Begin each day with these words of encouragement

Merryville Story – Read aloud story or audio recording

Art/Music of the Heart – Visual art or musical activity

Merryville Moves – Out of your seat activity

Creative Connection – Puppet play, drama, creative play, or activity sheet

Tech Time – Interactive Board activity

Over the next few pages you will find a complete layout of a **SAMPLE LESSON-**

WEEK 4 HELPING OTHERS

SAMPLE LESSON

WEEK 4

HELPING OTHERS

Big Ideas

- When children begin to put the needs of others ahead of their own wants, their hearts begin to grow. As their hearts grow, their minds will open.
- Acts of kindness and love help children develop others-centeredness, which enables them to become valuable members of their community.
- Helping others makes the world a better place.



For Your Heart

We all know and love the children's classic, *How the Grinch Stole Christmas*. The Grinch spent his days concocting a dastardly scheme to ruin Christmas for the Whos. Dr. Seuss gave the most out-of-the-ordinary reason for why the Grinch hated Christmas so much:

*It could be his head wasn't screwed on just right.
It could be, perhaps, that his shoes were too tight.
**But I think that the most likely reason of all
May have been that his heart was two sizes too small.***

At *Manners of the Heart*, we believe this is the reason for the Grinch's struggles as it is for many of us. His heart was scarred and locked from old wounds. Whether someone is unkind, selfish, entitled, broken, impoverished, overindulged or disrespectful, the cure is the same. Seeing the wounded hearts of your students and nurturing them with kindness, love and respect is the greatest privilege you are given as a teacher.

For the Hearts of Your Students

The answer to your students' struggles is to unlock their hearts, which will open their minds to the knowledge you have for them. With the first turn of the key, they experience the joy of helping others.

After the Grinch had stolen Christmas from the Whos in Whoville, he heard singing instead of crying!

*And what happened then? Well in Whoville they say
That the Grinch's small heart grew three sizes that day.*

In an instant, the Grinch's heart began filling with kindness and love and he returned Christmas to the Whos. His outward expressions of kindness reflected the inward condition of the love growing in his heart.

In this week's lesson, you'll be teaching your students what it means to help others. They will experience the excitement of a growing heart and a mind opening to receive the knowledge you have to share.

4 Helping Others



KINDNESS—Showing care for others in an unexpected and exceptional way

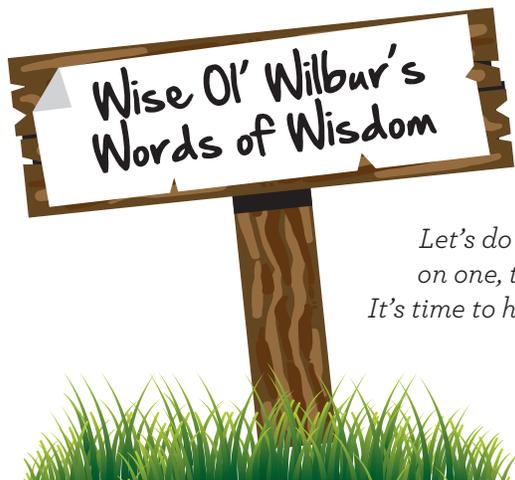
LOVE—Genuinely caring for others

REMEMBER



SKILLS AND OBJECTIVES

- Children will learn the joy of helping by fulfilling their duties for the good of their families.
- Children will learn that helping others makes their hearts grow.
- Children will discover new ways to consider the needs of others.



*Let's do our duties
on one, two, three...
It's time to help our family!*

GUIDING CHILDREN'S LEARNING

Begin the week with the new *Heart Attributes* and the *Merryville Story*. Encourage children to listen with their hearts. If they listen closely, they will find the *Heart Attributes* in the story.

1. Introduce and discuss this week's Heart Attributes: KINDNESS and LOVE
2. It's Story Time! Read aloud or play the recording of **The Watchman of Merryville**. 
3. After the story, lead the children in the comprehension questions below:
 - *Who was Nicholas? How did he arrive in Merryville?*
Nicholas was a pirate who was shipwrecked during the storm that came to Merryville.
 - *What did he do when he thought people were not looking?*
He stole things.
 - *What happened to Ol' McDonald? Who helped him?*
Nicholas helped Ol' McDonald when he fell and broke his arm.
 - *What happened to Nicholas when HE began helping out around the farm?*
His heart began to grow. He returned the things he had taken. He started making good decisions. Others started calling him Cap'n Nick.
 - *Why did Nicholas want to help Ol' McDonald in the first place?*
Ol' McDonald had treated him with kindness, which caused Nicholas' heart to begin to grow.
4. Teach the students *Wilbur's Words of Wisdom* and recite them during the week.

MANNERS IN ACTION

1. Gather your students around the **Happle Tree**. Ask them to identify and define the *Heart Attributes* that are already hanging from previous weeks.
2. Discuss the *Big Ideas* of the story.
 - *We just read a great story of someone whose heart changed for the better, by being helped and by helping someone out.*
 - *This is something that you can do, every day, with others around you at school and at home!*
 - *Let's look for ways to help others this week and get our hearts growing!*
3. Help your students remember to do their duties for their family, using the **Duty Chart activity sheet**. Give each child a copy of the chart. They will bring the chart home for help in keeping track of their duties. As a duty is completed, they should color in the space under the day it was completed. Students may bring the chart back to school in a week to share how they helped their families.
4. The students who best exhibit LOVE and KINDNESS this week will get to hang the Happles on the Happle Tree!

THE WATCHMAN OF MERRYVILLE

Once upon a heart in Merryville, a terrible storm began to gather over the sea. Merryville was normally a very quiet town, but this storm was one of the most awful storms the town had ever seen. The sky grew dark, the wind blew hard and it rained all night. On their farm at the foot of Merryville Mountain, Mr. and Mrs. McDonald worried and waited for the worst.

The next morning, the sun rose over the big yellow farmhouse. The sky was clear and the birds were singing merrily. Ol' McDonald decided to go out and check on his animals, but to his surprise, he found a young man hiding in his barn! He was so wet that Ol' McDonald thought he must have climbed out of the sea!

It turned out that he had come from the sea! His name was Nicholas and he was forced to jump from his ship when it began to sink during the storm. Now he had nowhere to live, so Ol' McDonald kindly invited him to stay with them and sleep in his barn.

Because the storm had left such a mess, Nicholas quickly found work cleaning up branches and other debris around Merryville. Everyone trusted Nicholas, but while he was working, he began to steal things from people and then hide them in Ol' McDonald's barn. You see, Nicholas was a pirate, and he had lost his treasure chest full of gold coins in the storm.

Two weeks after the young pirate arrived in Merryville, Ol' McDonald had a terrible fall and broke his arm. Nicholas saw that Ol' McDonald was hurt and decided in his heart to help the old man who had helped him. Without being asked, Nicholas did chores around the farm before going to work in Merryville. Soon, he and Ol' McDonald became good friends.

Now, it wasn't long before something started to change in Nicholas' heart. With each kindness to Ol' McDonald and the people in Merryville, his heart grew. He found himself wanting to help others, rather than hurt them. He even began returning the things he had stolen.

One morning after breakfast, Nicholas finally told Ol' McDonald that he was a pirate. "I want you to know, when I first came to Merryville, I was stealing from everyone; but you were kind to me. You taught me that giving is better than taking. I want to spend the rest of my life helping others just like you."

Ol' McDonald nodded his head and smiled and said, "I know just the job for you!"

The next day, everyone in Merryville gathered in front of the town's lighthouse. The Mayor of Merryville gave Nicholas the key to the lighthouse and announced his new name, "From now on, Nicholas will be called, Cap'n Nick, the Watchman of Merryville."

To this day, Cap'n Nick lives in the lighthouse by the sea, watching over Merryville and keeping everyone safe.

Just the beginning...



Looking For More?

One Good Deed by Terri Fields

How does Jake's good deed help the whole neighborhood become warm and sunny?



4 Helping Others

Day 2 **MUSIC OF THE HEART®**

1. Ask your students the following questions:

- *Do you have chores to do at home?*
- *Do you like doing your chores?*
- *Do you have to be reminded to do your chores?*
- *When you're reminded, do you do them right away or do you wait until later?*

You'll Need:

• *Here We Go 'Round the Happle Tree* 

2. Have children learn *Here We Go 'Round the Happle Tree* and act out the words.

Here We Go 'Round the Happle Tree

***Here we go 'round the Happle Tree
The Happle Tree, the Happle Tree
Here we go 'round the Happle Tree
So early in the morning.***

***This is the way we hang our clothes
Hang our clothes, hang our clothes
This is the way we hang our clothes
So early in the morning. (Continue with vs. 3-8)***

- vs. 3 This is the way we place our shoes...***
- vs. 4. This is the way we pick up towels...***
- vs. 5 This is the way we pick up toys...***
- vs. 6 This is the way we sweep the floor...***
- vs. 7 This is the way we clean our rooms...***
- vs. 8 This is the way we help at home...***

Day 3 **MERRYVILLE MOVES**

1. Scatter items around the classroom. Place the laundry basket near the front of the room.
2. Tell your students they're going to practice helping others while singing this song about doing duties. Choose several students to skip around the room and act out the verses of the song as the class sings *Here We Go 'Round the Happle Tree*. Students can hang the clothes on backpack hooks and place shoes in cubbies, towels in the basket, toys in centers, etc.
3. Ask your students if they have had a better attitude about helping at home this week. Remind them that doing chores without complaining is a great way to help your family. Helping others is one very important way to demonstrate kindness and love. Encourage the students to keep up the good work at home and school!

You'll Need:

- *Here We Go 'Round the Happle Tree* 
- Laundry basket
 - Assorted pieces of clothing and/or towels
 - A few classroom toys
 - Shoes
 - Broom

Day 4 **CREATIVE CONNECTION**

1. Display the blank poster. Divide your students into groups and tell them they will be creating a collage by filling the poster with pictures that show people helping others.
2. Give each group a few magazines and scissors. Encourage each student to cut out two pictures, then bring them to the front of the classroom.
3. As students finish, let them use a glue stick to add their pictures to the poster.
4. Allow the children time to explain why they chose the pictures.

You'll Need:

- Blank poster
- Family magazines
- Scissors
- Glue

Day 5 **TECH TIME**

Smart Board Activity on MyManners Portal 

Race the clock to tidy up!

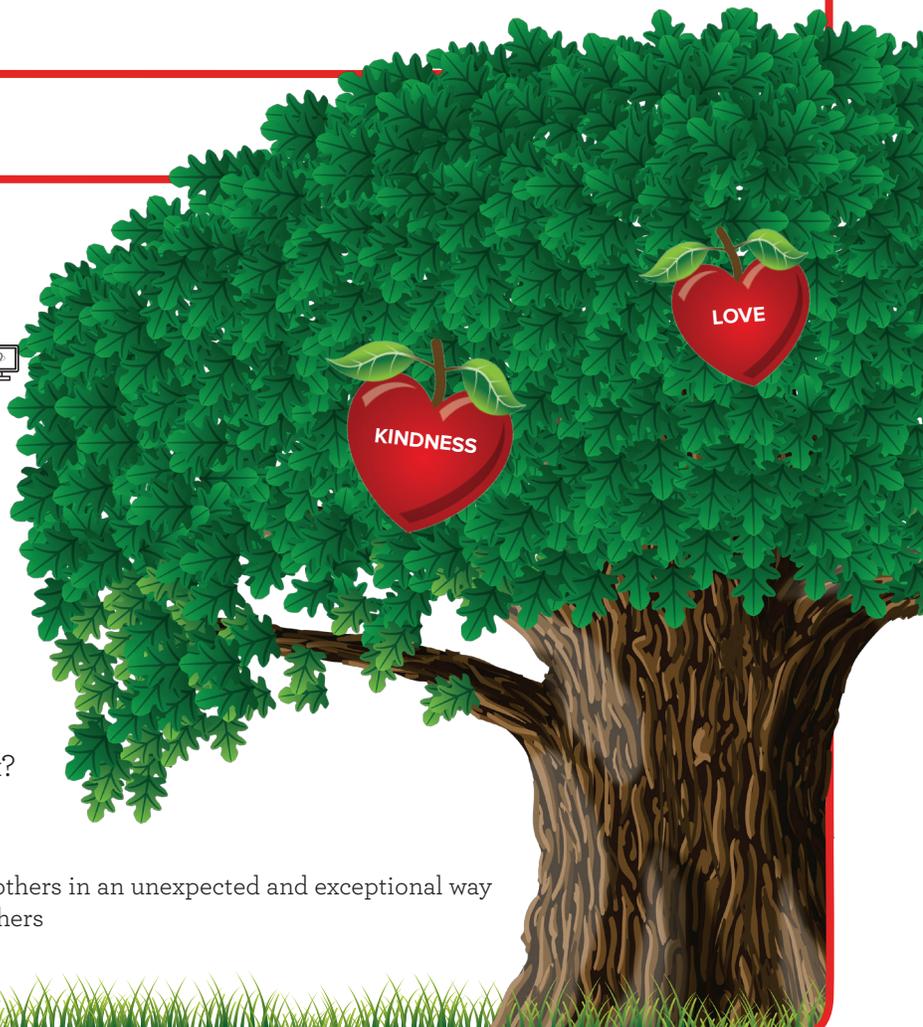
MANNERS IN ACTION

Whooooo will hang the **Happle** this week?



KINDNESS—Showing care for others in an unexpected and exceptional way

LOVE—Genuinely caring for others



WEEK 4 Helping Others



Dear Parent/Guardian,

This week, Manners of the Heart is reminding children of the importance of fulfilling their duties at home. Kindergartners are learning the following:

- To do their part as a member of a family
- To pick up their toys to keep others from tripping over them
- To put dirty clothes in the laundry basket

Here are a few ways to support your child's helpfulness at home:

- **Give your child duties (chores) as a member of the family.** Children need to experience being a part of something greater than themselves. When you give your child duties that only they perform, your child experiences the satisfaction of being a valuable member of the family with something to contribute.
- **Assign duties that have a purpose.** No matter the age of your child, any duties you assign should have one or more of the following intentions: Helping your child learn life skills - Helping your child become a valuable member of the family - Helping your child become a valuable member of society
- **Assign duties that are age-appropriate.** Are you wondering what duties to give your kindergartner? The goal is to help your child find satisfaction in accomplishing simple tasks. Young children have a strong desire to please. You can build on that desire by allowing them to help you. Here are a few age-appropriate duties:
 - Five-year-olds are capable of organizing their room or "space" to accommodate their belongings. Walk your child through the process of picking up toys and placing them in the proper place.
 - Kindergartners are also very capable of putting away their shoes and putting dirty clothes in the laundry hamper.

From our hearts to yours,



REINFORCEMENT AT HOME

Weekly Home Connection Letters—Each lesson comes with a Home Connection Letter that gives parents and guardians a glimpse into what is being taught in the classroom. Families will find practical tips and suggestions for integration and reinforcement in the home.





Thank you for your consideration.
Please contact our School Services Director for more information on
how to bring MANNERS_{of the} HEART to your school.

Phone: 225-383-3235

Email: info@mannersoftheheart.org

The
Education *of*
the **HEART**
must be

the **HEART**
of **Education**



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