

## Book Orders for Flight Team Training

### Choosing Your Resources

The following provides information on the contents and use of some of our resources.

#### Crisis Resource Manual:

The Crisis Resource Manual is the “go to” book whenever crisis strikes. Several people need to have a Crisis Resource Manual with them when they learn of the crisis. We recommend that all administrators and team members keep their manuals in their cars so they are able to begin the planning at a moment’s notice, whether they’re at home or at work. (\$55)

Those who need a Crisis Resource Manual:

- Each site administrator
- Each Flight Team member
- Counselors/mental health staff/nurses/school psychologists
- Central Office Administration
- One for the teachers’ shared use and reference per building

#### Training Manual:

The Training Manual is not used during the training. It is a reference to be used after the training by Flight Team members. Ten chapters cover important segments of the training (grief, trauma, suicide, Safe Rooms, life tributes, etc.). Flight Team members often use their Training Manuals for reference when heading into a new or unfamiliar situation. (\$55)

#### The Safe Room Book:

This is a really handy little “fireplace read.” It is very helpful for filling in the details that otherwise can cause apprehension or anxiety for team members who are fairly new at setting up Safe Rooms. It comes with activities to use with students to facilitate grieving. (\$18)

#### Media Relations for Schools Including Crisis Communications:

Although this is specifically written for Public Information Officers or administrators who manage media relations, the framing of information is helpful for any administrator. Many of the concepts in this guide will help anyone writing messages to parents or others to be clear and concise and to connect with the reader. ***This may be on backorder – please check before ordering.*** (\$18)

Please email a purchase order for books to [info@cmionline.org](mailto:info@cmionline.org). Let us know whether you’d like this invoiced with the training fees or on a separate invoice.

***The Crisis Resource Manual may or may not be covered by your registration fee or by your district, depending on our contract with the district or regional program and other factors. If you’re unsure about this, contact your training coordinator first, or contact CMI at <info@cmionline.org>***

*The CMI website has many additional resources as well.  
Look for the [“store” link](#) at the top right of the home page.*

**We routinely have our printer drop-ship from their facility, so book orders from CMI may list the shipper as Confederation of Oregon School Administrators (or just Confederation of Oregon) or COSA.**