



## Conducting Classroom Meetings

### Step 1

Design your own resource for conducting classroom meetings that you would be comfortable sharing with other educators to use in your school.

Consider specific curriculum topics and social responsibility needs. Your resource may include any or all of the following:

- Guidelines for conducting successful classroom meetings
- Suggested agenda template
- Suggested classroom meeting record template
- Suggested topics and discussion questions for meetings
- Expectations of different age group abilities to engage in classroom meetings based on the developmental stages of students

### Step 2

Once you have finished your design and created a written copy, review it and check off the questions below if the items are included:

- Does the resource promote classroom meetings that further enhance the sense of community?
- Does the resource include students in the design or leadership of classroom meetings?
- Does the resource promote the development of relationships?
- Does the resource record observations and reflect outcomes?
- Does the resource focus on how the meeting will have the most impact?
- Would you use this on a regular basis for your own classrooms?

For any items you did not check off (e.g., whether you would use this resource on a regular basis), explain why they were not checked, and explain either (a) how you might alter your resource to include these, or (b) why you would do not think these would be important to include.