



Phase 2: Kickoff & Idea Collection

INTRODUCTION TO SCHOOL PARTICIPATORY BUDGETING LESSON PLAN

OBJECTIVE: Students will be able to describe the basics of school participatory budgeting (SPB).

SUPPORTING MATERIALS:

- Phase 2 Worksheet 1 School Budgets
- White board or flipchart paper
- Dry erase or flipchart markers

TIMELINE: When in the SPB process should this be completed? It is recommended to use this lesson plan approximately two weeks before the steering committee begins idea collection.

APPROXIMATE LESSON LENGTH: 1 Steering Committee Meeting

INSTRUCTIONS:

1. Introducing the Project

Today we are going to be starting on a project called School Participatory Budgeting (SPB). First, we need to discuss what a budget is, how they are decided, and what they are used for. At the end of the academic year, you will take part in an election to decide how we as a school will spend a part of our budget.

2. Vocabulary

- Have students **define** and **discuss** each of the following terms
 - Participatory: to take part in, to be involved
 - Budget: income and expenditures, what money is spent on
 - Allocate: distribute resources for a particular use
 - Stakeholders: those who have an interest or say in how the budget is formed or spent
- For more SPB vocabulary words, check out the SPB Vocabulary Words Lesson Plan.

3. Class Discussion

- Today we are going to focus on budgets. All schools, governments, states, and even families have them. Why would it be important for a school to have a budget?
- In groups of 3-4, **ask** students to discuss why the school needs a budget.
 - See Worksheet 1: School Budgets
- We know budgets are important to keeping schools financially on track – ensuring they have the funds they need when they need them. Now that we know why a school needs a budget, what are some things our school would need to include in the budget?
- In groups of 3-4, **ask** students to compile a list of what they think a school budget is used for.
 - See Worksheet 1: School Budgets
- At the school level, who decides how the money in the budget is spent?
- In groups of 3-4, **ask** students to generate a list of the stakeholders in a school budget.
 - See Worksheet 1: School Budgets

4. Wrap-Up

This year, you will have the opportunity to directly decide how a portion of our school budget is spent. Now that you know the kinds of things that schools budget for, what area of that budget would you like a greater say in?