SPB ACTIVITY (6-12)

OBJECTIVE: The Steering Committee spreads the news about the SPB process and starts collecting ideas from the student body.

SUPPORTING MATERIALS:

- *Outreach Blurb and Idea Collection Survey*
- A printed copy of this facilitation guide
- 2 different colors of sticky notes
- A poster board (or flipchart paper) and markers
- A bag of circle stickers

TIMELINE: It is recommended this activity is used to facilitate idea collection from the student body in a classroom or large group setting.

APPROXIMATE LESSON LENGTH: 1 class period

INSTRUCTIONS:

1. Your Role as a Steering Committee Facilitator

- Thank you for facilitating idea collection for SPB at your school! Youth are seldom included in our policy-making processes. By facilitating idea collection in a classroom, you are helping to rebuild democracy by including more youth voices in the school or district's policy-making processes.
- Your role today is to:
  - Help everyone else develop ideas — refrain from asserting your own opinion.
  - Listen, listen, listen.
  - Make sure everyone has the chance to speak and feels welcome to do so.
- **Before you go into your classroom:**
  1. Review this guide.
  2. Watch this 4 minute video about SPB in Phoenix High Schools.
  3. Watch this short video on facilitating a PB meeting.
  4. Decide with your co-facilitator which of you will be responsible for taking notes and keeping time.
     - Note-taking is very important! Make sure the notes you'll take on the

whiteboard and poster board can be understood by someone who was not there; students will use these ideas to develop projects for the ballot.
- If you don't have a co-facilitator, ask one student in your class to volunteer to be the notetaker.

2. Talking about Needs (10 min)

- Quickly **introduce** yourselves and **share** that you're excited to help guide a discussion about this group's experiences - and to talk about ways to improve their experiences.
- To get started, **ask** students to respond to these questions on different color sticky notes:
  - **1st color:** What do you **love** about your school?
  - **2nd color:** What **needs** have you noticed at your school? What do you wish was **different** here?
    - As you're asking the questions, **write** them on the board.
    - **Ask** students to write or draw their responses and place them on the board.
    - **Remind** students that there are no bad ideas & encourage them to be creative & have fun.
  - As students are brainstorming, start **reading out** a couple of the responses on the board and **call out** themes (e.g., "I'm seeing lots of notes about _____, and some about _____.")
  - As students start wrapping up with sticky notes, **ask** these (or similar) questions to dig deeper:
    - I see this note about _____ - Can someone tell us a little more about that?
    - Why do you think _____ problem exists?
    - What do you think causes _____ to happen?
    - Why do you think _____ hasn't been addressed yet?

3. Introduce SPB & Transition to Brainstorming Ideas (5 min)

- **Thank** everyone for responding to these questions and for talking about some of the things they love about their school and some of the things they want to change.
- **Explain** that this year, all students at your school will be able to make some of these changes by deciding how to spend <insert budget amount> of the school district budget.

4. Brainstorming Project Ideas (15 min)

- **Explain** that we're now going to brainstorm project ideas - based on the needs you all just shared to improve your school.

Share guidelines:

- Start thinking about some of the needs we just talked about and have on the board.
- What projects could resolve those problems? Why is this project idea important?
- As you think of ideas, be specific and be creative!
- Worry less about whether the project is realistic or eligible and share all ideas.
- Keep in mind the budget we're working with!

Ask students to begin brainstorming in pairs or small groups (based on how the room is setup):

In pairs, ask participants to brainstorm **at least two ideas** for projects that could address some of the needs they just discussed.

- If pairs seem to have a hard time getting started with thinking of ideas, share some broad themes and categories (Examples: Student Programs, Arts & Culture, Facilities, Transportation, WiFi, Equipment, Technology, Public Health, Food, College and Career Readiness).

Report back:

- After a few minutes of pair work, **ask** every pair to share at least two ideas with the class.
- **Explain:** For each of your ideas, please say what it is, where it would go, and why you think it's important.
  - **Take notes** on the poster board. *When project ideas are very similar, combine ideas into one row by adding new details to the first row.*

PROJECT IDEAS

What	Where and/or/ Why	Votes

5. Choosing Top Ideas (3 min)

- *While one facilitator is explaining this part, the other facilitator can pass out dot stickers*
- **Explain:** We will now vote to prioritize top ideas. All ideas will be submitted, but we want to prioritize so that students who create project proposals based on your ideas will know which ideas may be higher priorities.
- **Ask** each person to use a dot sticker to mark their top 3 priorities in the vote column.

6. Wrap up & share how to get involved (2 min)

- **Explain:** These are great! All of these ideas are going to be sorted through and developed into proposals for everyone to vote on in a few months.
- **Thank** all the students for sharing their experiences and creativity to make their school an even greater place for students and teachers.

7. Thank you for your excellent work facilitating today!

- **Collect** all supplies to bring back to your SPB sponsor:
  - This facilitation guide
  - The poster board and markers
    - If you wrote ideas on the white board, be sure to take a picture!
  - Any leftover circle stickers and sticky notes