## Appendix 11

## Final Word (approx. 45 minutes)

Adapted from National School Reform Faculty

| STEPS | FACILITATION TIP | NOTES FOR PLANNING |
| :---: | :---: | :---: |
| 1. Create small groups of $4-5$ participants. |  |  |
| 2. Provide a common text for reading (short piece). | Consider a piece that pushes on participants' thinking or is a addressing a common dilemma. |  |
| 3. Set up the reading by asking participants to read the text and choose an idea or point from the text that resonates with them or has implications for their work. | Consider asking participants to choose a "back up" idea in case another participant selects the same idea. |  |
| 4. Participants read and select the most salient idea. |  |  |
| 5. The first person to take a turn should describe (in 3 minutes or less) why their section resonated for them. | Consider asking each group to select a "time keeper." |  |
| 6. The rest of the group then responds to the point discussed (up to 3 minutes). |  |  |
| 7. After the group discussion, the person who started the initial response has the "final word" for one minute. |  |  |
| 8. Continue around the group until everyone else has had a chance to share their section and the others respond. | After each group has finished, consider a whole group discussion to bring all ideas forward. |  |

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