

# Leading Voices Agenda

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- I. WELCOME
- II. INTRODUCTION
- III. OUR GOAL
- IV. GROUP DISCUSSION GUIDELINES: (please see next page)
- V. FOCUS TOPIC: (20 min)

**How do we actively engage students in lifelong music learning and participation?**

[Lesson Study](#)

- VI. MEETING RECAP

Ideas/plans for the upcoming week?

NOTES

## Group Discussion Guidelines

[Adapted from Media Motion Online](#)

1. **Please participate with an open mind and a supportive attitude.** Everyone is encouraged to share your perspective and speak honestly. Our goal is not to change anyone's mind, but to have a dialogue about mutual topics of interest.
2. **Identify yourself.** Before you start to speak, please state your name so we know who is talking.
3. **Ask for clarification.** If there is something that you don't understand, please ask for clarification. If you don't understand the issue or solution, there may be others who also do not understand.
4. **Focus on the topic/idea, not the person.** There will be differences of opinion. You will not agree with everything that is discussed. Please be open to hearing other people's perspectives. If you don't agree, respectfully challenge the idea – not the person. Judgement gets us further from the solution, not closer. Honest and constructive discussions are needed to obtain the best results.
5. **Speak slowly and clearly.** Please try not to talk over another speaker. If there are multiple participants, people tend to talk at the same time – making conversations extremely difficult to understand. Try to speak one at a time so that we can follow your point in its entirety.
6. **Mute yourself when not speaking.** Background noise disrupts the meeting for everyone and might prevent us from hearing the information that we need. Please use the mute button when you are not speaking.
7. **Silence Means Agreement.** An important corollary of Discussion Guideline 3. If you remain silent, it implies you agree. Please do not remain quiet only to later tell everyone that you disagreed all along.
8. **No one-on-one side conversations please.** All discussion is meant for everyone.
9. **We will follow the agenda.** Please try to stay focused. This meeting has a specific purpose. We will stick to it.