

Overview:

Successful facilitation begins with agenda creation. Thoughtful agenda preparation puts you in a position to do your best work as a facilitator. This tool is designed to help you look at your agenda with a critical eye.

Lens 1: The Experiential Learning Cycle

Successful facilitators tap into multiple modalities when they lead groups. John Heron's experiential learning cycle can provide a useful framework for reflection. We typically tend to lean toward our preferred ways of working and need to ensure that the experiences we design are well rounded. Use the questions below to reflect on your agenda through the lens of the experiential learning cycle.

Cognitive- What opportunities do participants have to learn/think about new content?	Practical- How will participants plan for application in their context?
Affective- What opportunities do participants have to share experiences and connect w/ their feelings?	Imaginal- What opportunities do participants have to envision, brainstorm, or visually connect w/ concepts?

What do you notice about your agenda? Will participants get an opportunity to engage in multiple ways?

What adjustments might you make to your agenda based on this reflection?

Lens 2: The Partners in School Innovation Facilitation Principles

Facilitators are entrusted by groups to design processes and shape environments that empower them to focus on the content and substance of their work in order to reach their goals. At PSI we strive to adhere to the following principles in order to ensure that our facilitation is contributing to our mission to create more equitable schools for all students. Use the following prompts to reflect on your agenda through the lens of the PSI facilitation principles.

Facilitation Principle	What will this look like?	What might be hard?
Hold students at the center of the group's work		
Adapt to the needs of the group		
Cultivate high performing group dynamics		
Tap into the knowledge, experience, and skills of the group		

Based on this reflection, what might be particularly important for you to think about as you facilitate? Would any agenda revisions support you to act on these principles?