Meeting Agenda



SCHOOL KINDNESS CAMPAIGN

Before this meeting, assemble a planning team with club officers and three to five club members. As a team, review this agenda and the attached resources prior to the meeting. After reviewing, gather the team's ideas to share at the next club meeting. In addition, identify as a team other school groups that might participate in this campaign. It could be conducted virtually or in person depending upon the school's status and regulations.

1. Welcome

- a. Introductions.
 - i. Introduce officers.
 - ii. Introduce advisor.
 - iii. Introduce guests.
- b. Icebreakers Check out these ideas to kick off the meeting.

2. Old business

- a. List all outstanding club projects from the last few months. What has been completed? What is still outstanding?
- b. Review the assignments for those remaining projects. Make sure everyone, including guests, is involved.

3. New business

- a. As a group, watch the video, <u>"What is Kindness?"</u> Compile a list defining kindness and why it is important. Ask the club these questions related to kindness in the school:
 - i. Is more kindness needed in our school?
 - ii. Are there other school groups that could work with our club on a kindness campaign?
 - iii. After our club discusses these questions, have the planning team share the list of possible campaign partners.
- b. Next, watch the video, "Give a bit: How kindness conquers during the COVID-19 pandemic." Brainstorm a list of activities that could be part of the campaign.
- c. Check out <u>kindness campaign resources</u> to see how others around the world are spreading kindness and acts of kindness the club can do.
- d. Answer these questions. Research information if necessary:
 - i. Will our kindness campaign be a virtual or in-person effort? What are our school's guidelines and regulations?
 - ii. Will it be a single day, several days or a week?
 - iii. How will we show kindness to everyone in the school community students, teachers, administrators, counselors, custodians, cafeteria workers, health workers and parents?
 - iv. How will our club and club partners work together to create an impactful kindness campaign?
- e. Have the planning team consider all input and prepare a complete plan for a kindness campaign meeting with club partners. The club advisor can help with any approvals needed from school administration.

4. Home projects

- a. Refer to the open projects review from earlier in the meeting and review assignments.
- b. Check in with new officers to see how their training meetings are going.
- c. Save time for the kindness campaign planning committee to schedule their meeting.

5. Adjournment

- a. Thank everyone for their participation, especially guests.
- b. Give details about the next meeting.