

Roundtables are one of the core components of CCSC's culture and curriculum. Developing public speaking skills and practicing self-reflection sets students up for success in college and beyond.



## Goals

### Why do CCSC students have Roundtables?

Roundtables serve two main purposes:

- Roundtables ensure that students are regularly reflecting – stopping, thinking, and writing – on both the quality and the content of their work. This enables them to:
  - o take responsibility for their own work,
  - o identify areas of progress, and
  - o recognize areas of weaknesses.
- Roundtables provide an opportunity for students to prepare for a serious, public oral performance. This enables them to:
  - o publicly demonstrate their learning, as well as
  - o practice and learn basic presentation skills.

## Key Players

### Who is involved in the roundtable process?

- *All 6th – 11th grade students* who wish to pass on to the next grade at CCSC must pass Roundtables.
- *All 6th – 11th grade core-area teachers* (math, science, humanities, Spanish) facilitate completion of Roundtable artifacts and reflections and help prepare students for discipline-specific Roundtable presentation components.
- *All 6th – 11th grade advisors* prepare advisees for the Roundtable presentation, help advisees to assemble the portfolio, and facilitate their advisees' presentations.
- *All CCSC adults*, including faculty, staff, and even board members, attend Roundtable presentations.
- *A Parents or guardian* of each student must be present.
- *Community members* are present whenever possible to ensure students can clearly present information to those outside the CCSC community.

OVER 

### Format

#### **What are Roundtables?**

Roundtables are one of the core components of CCSC's culture and curriculum. They include two main components:

##### • **The Roundtable Binder**

- All year long, students complete major class **projects and assessments** ("artifacts"), including a reflective cover letter for each one.
- In advisory, students write **report card reflections** and the **Roundtable Letter**.
- Students compile a **binder** (the "Roundtable Portfolio") that holds their letter, reflections, and artifacts.

##### • **The Roundtable Presentation:**

The presentation takes place as follows:

- The student reads his/her letter to the audience.
- The student describes three artifacts, including how they were created and what he/she learned in creating them.
- The audience looks through the artifacts.
- The audience asks the student questions about all three artifacts. There is a list of suggested questions, and participants can also ask their own.
- The audience gives the student feedback.
- The Student has the last word and the opportunity to respond to feedback.

### Logistics

#### **When and where do roundtables occur?**

Roundtables take place at CCSC (245 Bent Street, Cambridge) in June during the last 3 days of the school year.

### Volunteers

#### **How can I prepare for my role as a Roundtable volunteer?**

Volunteers need do no formal preparation. We only ask that you arrive 15-20 minutes early, as we cannot interrupt the Roundtable to admit late participants into the room once the presentation has started.

#### **How long are Roundtables and how many should I attend?**

Each Roundtable is 45 minutes long. Many volunteers choose to stay for several consecutive presentations to see a variety of students.

**Interested in becoming a community volunteer for Roundtables?**

Contact Becki Norris at [bnorris@ccscambridge.org](mailto:bnorris@ccscambridge.org) or 617 354-0047