**Conversation Café Protocol**

**Agreements for a Great Conversation**

* **Open-mindedness:** listen to and respect all points of view
* **Acceptance:** suspend judgment as best you can
* **Curiosity:** seek to understand rather than persuade
* **Discovery:** question old assumptions, look for new insights
* **Sincerity:** speak for yourself about what has personal heart and meaning
* **Brevity:** go for honesty and depth, but don’t go on and on

**Conversation Café Process:**

**Preparation (5 minutes):** Choose a facilitator and timekeeper. Facilitator reads the agreements aloud. Participants introduce themselves by stating name, school district and role. Facilitator reads the question that guides the conversation at their table.

**Round one (1-2 minutes per person**): Each person speaks in turn, going around the circle once. During this round, speaks briefly about what is on their minds regarding the question. Anyone may pass if they don’t want to speak. Everyone is asked to express themselves fully yet succinctly, allowing time for others to speak. No feedback or response.

**Spirited Dialogue (10 minutes):** Now the conversation opens up and people can speak in no particular order. This conversation will take up most of the time. If there is domination, contention or lack of focus, the facilitator may remind the group of the agreements.

**Closing (5 minutes):** The facilitator will ask everyone to go around the circle again, giving each a chance to say briefly what they are taking away from the conversation.