

CIVIC ENGAGEMENT PROJECT PACING GUIDANCE

Here are several recommendations for implementing a TCTH Civic Engagement Project. These include general and specific suggestions built around the following four themes:

1. Start Early**2. Pacing****3. Deadlines****4. Student Leadership**

Theme #1 — Start Early

This may sound self-evident, but it is critical.

1. Start early in the school year by introducing the idea of a Civic Engagement Project before implementing the TCTH lessons. It is important for students to understand what a Civic Engagement Project is and what that might encompass.
2. Have students begin the brainstorming process. Students can take these ideas outside the classroom and begin looking for Civic Engagement opportunities.

Theme #2 — Pacing

Pacing connects to Starting Early, but does stand alone.

1. Chunk up the work over time. Do not attempt to tackle the entire project at once. Provide students with manageable tasks, such as
 - a. Idea Submissions for Project—See Theme #1
 - b. Divide Up the Work: Grouping
 - c. Gathering Evidence
 - d. Presentation Creation and Revisions
 - e. Scheduling Presentations
 - f. Rework Based on Feedback from Presentations
2. Chunk up the work among students within a group if you are working on group-based projects. For example, if the group is working on sidewalk safety, divide the Sidewalk Safety Proposal Committee tasks into the following assignments:
 - a. Monetary Cost Committee (How much will this project cost?)
 - b. Student Safety Committee (How will this project impact student safety?)
 - c. Legal Committee (What are the legal considerations?)
 - d. Current and Historical Committee (What do we currently do and what has been done in the past?)
 - e. Community Benefit Committee (How will this project impact the community?)

Theme #3 — Deadlines

This is simple: create deadlines and stick to them.

1. Project Brainstorming: Approximately two weeks after introduction in class. This will allow students to explore and think. Again, this is early and prior to the TCTH unit.
2. Project Ideas: One class period. Have a variety to choose from with the understanding that they might change. This should follow the Brainstorming phase.
3. TCTH Unit: This will vary depending on the TCTH unit selected.
4. Implementation of the Civic Engagement Project: Approximately 1–2 weeks of class time depending on the topic scattered over weeks or months.
 - a. When students are divided into groups, provide some “Working Days” so the groups can get assistance with their aspect of the project. Within these scattered work days provide targets of accomplishment. For example, contacting people in the community or in local government and arranging interviews or gathering resources. This may only cover two class periods, but span two or even three weeks.
 - b. If your Civic Engagement Project involves government entities, you may have to work within their schedules, which may involve some evenings. This is critically important when you are working with outside school groups (e.g., community organizations, museums, interviewees, and government entities).

Theme #4 — Student Leadership

Allow the students to lead and in some cases fail. Keep in mind the process is important. The students might be excited about their ideas and project proposals. That is great, and may require you to take a step back, acting as a guide.