

Book Club Meeting Agenda Sample

Bring to the Meeting: Book, Reading Journal, Bookmarks, and Pencils

Meeting I Leader: _____ **Meeting I Time Keeper:** _____

1. Get Started (2 min) Sit in a circle, face-to-face, where you can talk quietly and still hear each other. Choose a discussion leader. Make sure everyone has their materials and has completed the reading.

2. Summarize (5 min) Starting with the leader, everyone take a turn summarizing a part of the book in the order that it happened. Each person continues where the last person left off, and everyone needs to contribute something to the summary.

3. Discuss (15 min) Follow these steps for your discussion:

- Take turns sharing your written response notes and questions. Use your journal, bookmark, and whatever you prepared for the meeting.
- The leader should make sure that everyone gets a chance to speak. If someone hasn't had a turn to talk, the leader should invite that member to participate.
- Begin by discussing the words you found. Take turns sharing the words, one at a time. Take notes about interesting words, and discuss how the words relate to the story.
- When you share your questions, give your club members time to respond with their opinions. You may not get to all of your questions if you're having a deep discussion. A deep discussion about one or two questions is better than a lot of short discussions on different topics.
- Remember to support your opinions with evidence from the text. A book club meeting is a grand conversation! Use everything you know about an awesome grand conversation.
- If time remains, the leader should pick a member to share his/her excerpt and to lead a discussion about why that part is important.

4. Predict (5 min) Starting with the leader, take turns predicting what will happen next. Discuss your predictions and why you think that.

5. Set Reading Goals (3 min) Decide how many pages to read before the next meeting, and record your assigned pages on a new bookmark. Put your new bookmark in your book, and store your old bookmark in your Reading Journal pocket. Return to your seat and begin reading.

