

PLEASE NOTE CHANGE OF LOCATION FOR THIS CLASS MEETING FROM  
SUSITNA ELEMENTARY SCHOOL TO NJ BEGICH MIDDLE SCHOOL  
LIBRARY

NJ Begich Middle School  
UAA 555: Building a School Community; ninth class  
Tuesday, April 10, 2007  
Begich MS Library, 4:00-6:00 p.m.

Please enter near the construction trailers on DeBarr Road and proceed to park in the west side parking lot. Enter the building and turn right for the library entrance. We will meet near the white board and table area.

### Agenda

1. Welcome, introductions, housekeeping (4:00-4:15 p.m.)

Update on enrollment and changes for Begich MS as a result of Clark bond approval.

2. Make Your Day presentation by Joe Notling, Palmer Middle School teacher (4:15-5:00 p.m.)

You can read about the program prior to our meeting at  
[www.makeyerd.com/Overview.htm](http://www.makeyerd.com/Overview.htm)

Thanks to Scott Kluever for inviting Joe to our meeting.

3. Planning, discussion and practice for Begich Open House on May 3, 7:00-8:30 p.m. (5:00-6:00 p.m.)

Tentative Agenda for Open House  
NJ Begich Middle School Open House  
Thursday, May 3, 2007  
Gymnasium and School Tours  
7:00-8:30 p.m.

Bartlett SRO's and ROTC students will be in the parking lot to help direct traffic for parking and guide guests into the building. Some families will be arriving by school bus from Clark Middle School. We will start the evening in the gymnasium with families sitting in bleachers. We will borrow a portable microphone.

1. Bartlett High School Color Guard and Pledge of Allegiance and/or student singing the Star Spangled Banner

2. Welcome and introductions

All staff will stand in front, introduce themselves, and state their teaching area/position.

3. General overview of school, orientation activities and registration news

4. Open touring of school

All staff will be strategically located throughout the building to greet and meet families as they tour the building. Please wear name tags. A map with staff locations will be distributed in class and adjustments will be made for folks who cannot attend. Student leaders from Begich Leadership Academy will assist families with directions. Counselors will have packets with a school map and important information for families to keep.

At our class, we will discuss other ways to greet and provide information for families during our Open House.

### Other information and dates

- April 20, 2007, noon to 1:30 p.m., optional staff potluck and scavenger hunt and team games with prizes!
- You will receive reminders about class requirements due MAY 1, 2007 in a separate email.
- May 12, 8:00 a.m.-noon followed by potluck, Begich staff retreat with final decisions about mission, decorum/climate, theme, and activities.