

Advisor Agenda – 9th and 10th Grades

Thursday, November 13th

Bus Evacuation Video

9th and 10th graders need to report to the auditorium for Advisor on Thursday to view the bus evacuation video. Showing the video is a state mandate for all Oregon high schools.

The video is short (and cheesy!) but we need ALL Advisors there to manage students and have them complete the *Bus Evacuation Video* sheet attached to this e-mail. We will have all 9th graders sit on the west side of the auditorium and the 10th graders on the east side to aid in locating and managing your advisees. Cherie will be the administrator in charge and on the microphone in the auditorium.

Please arrive at the auditorium with a copy of the *Bus Evacuation Video* sheet. If you would like to use it for attendance and then return it to Linda or Melissa that would be fine. We would like them by Friday.

Please put a note on your door for students to meet in the auditorium. Linda will make an announcement to inform all 9th and 10th graders.

Advisor Agenda – 11th Grade

Thursday, November 13th

1. Read Daily Bulletin
2. Complete the Non-verbal Communication Activity attached to this e-mail.
3. Monday Advisor is check-in only. 11th grade Link Leaders will be meeting with Jenni and Sheila on Monday. It is a staff treats day so please join us in the mailboxes area on Monday.

Nonverbal Communication

Background Information

Did you ever get conflicting messages from someone with whom you were speaking? His/her language sounds like they are engaged in the conversation but his/her body language screams of boredom and disinterest? Some of the most important messages you can send are unspoken.

Non-verbal communication sends powerful messages. Learning and practicing effective and accurate non-verbal communication skills is critical in order to be heard and understood by others.

Suggested Strategies

- **Use eye contact.** Show your interest and self-confidence by making eye contact with the person speaking. Good eye contact can also help engage and involve other members when you are the one speaking.
- **Position your body.** Always face the person with whom you are speaking and lean slightly forward to appear engaged. Try not to fidget or play with items during your conversation.
- **Send positive body messages.** When you cross your arms and slouch, it sends a message of disinterest or frustration. Have an open body posture and more upright stature.

- **Show you are listening.** Nodding in agreement lets the speaker know you are paying attention and provides valuable feedback for him/her.

Adapted from Communication Strategies Workshop Worksheet , Garfield : PaperClip Communications, 2000.

Activity 1 *Say It Without Words*

Ask students to volunteer to “say” the following phrases using non-verbal communication. Have the group guess what the message is. After each display, ask students to explain how clear the non-verbal communication was and if they needed spoken words to better understand.

1. "It's too hot."
2. "I'm too cold!"
3. "SSHHH! Be quiet."
4. "Come here."
5. "Come here quickly!"
6. "Stay back! It's dangerous!"
7. "I'm impatient"
8. "I'm tired"
9. "What did you say? (I can't hear you)"
10. "This is NOT a good time."

Activity 2 *What Am I Seeing?*

Ask students to pair up.

- Have student A close their eyes while they are listening to student B describe the shape of an object (could be something in the classroom – it just should be something easily recognizable) without giving its name.
- After about 30 seconds, have student A open their eyes and tell student B what the object was.
- Repeat the activity with roles reversed.

As students to evaluate whether it would have been easier to determine the object if gestures and hand movements had been used as non-verbal communication aids.

Conclusion

Effective communication skills, both verbal and non-verbal, are extremely important social and workplace skills. Both types of communication provide a route for thoughts and feelings to be shared effectively between people.

Ask students to spend at least one hour today focused on non-verbal communication and

Advisor Agenda – 12th Grade

Thursday, November 13th

4. Read Daily Bulletin
5. Patti Pauk placed a stack of papers in your mailboxes on Wednesday that list your Advisee’s names for their diplomas. Students need to proofread their names and then initial it (to OK it) or correct it. Please then put the signed sheet in Patti Pauk’s box.

6. Seniors please pick up your wrapping paper orders after school on Thursday in the main office
7. Complete the Giving and Receiving Feedback Activity placed in your mailboxes on Wednesday afternoon.
 - First have students take Giving and Receiving Feedback self-assessment.
 - Then discuss results
 - Proceed with Feedback talking points and examples of feedback.
8. Monday Advisor is check-in only. 12th grade Link Leaders will be meeting with Jenni and Sheila on Monday. It is a staff treats day so please join us in the mailboxes area on Monday.