

## Standard 6

*Communication:* Teachers communicate well.

*The teacher uses effective verbal and nonverbal communication techniques as well as instructional media and technology to foster active inquiry, collaboration, and supportive interaction in the classroom.*

Introduction Letter to student, parents, & faculty

Fall 2012

Words Their Way Power point

Spring 2011

### Description of the Artifact:

The first artifact I have attached is my introduction letter in the school newsletter in my 2<sup>nd</sup> placement at Juda Elementary/High School, in Juda, WI. I was approached by the Reading Specialist and asked if I could write a little something about myself to publish in the school newsletter to make parents aware of my presence in the school. I thought this was a great idea to introduce myself to parents and other members connected with the school. My second artifact includes a power point I worked on for one of my college classes that explains what 'Words Their Way' is and why it's important. I think technology is a great way of communicating and instructing to our students, that's why I included this. I thought this would be a good example of teaching a new lesson.

### Alignment Reflection

#### **Wisconsin Teacher Standard Alignment**

This artifact best aligns with **Standard 6-Communication: Teachers communicate well.** I believe this artifact best aligns with this standard because it clearly states teachers communicate well, verbally and non-verbally. I was approached my 2<sup>nd</sup> week of my placement to write an introduction letter, which I did. In this letter I told the reader about my family, where I am from, what school I went to, when I'll graduate college and a few interests that I have. I believe it's very important to communicate well with your co-workers, parents/guardians, and of course your students. I also wrote my students an introduction letter before I started my placement. I did this so they would know a little bit about me before I showed up in their classroom, hoping to make the transition somewhat easier for them.

#### **UW-Platteville School of Education Knowledge, Skill, Disposition Statement Alignment**

This artifact best aligns with **KS3.a. Communicates Clearly And Accurately.** *The candidate's spoken and written language are correct, expressive and clear, with well-chosen vocabulary that enriches teaching and communicates thoughtfully, responsively, and effectively for a wide range*

*of student understanding and encourages appropriate student language development.* As a future teacher I feel communicating clearly, effectively, and accurately with the parents/guardians is one of the most important tasks you can have. When I have my own classroom someday I plan to send out weekly newsletters letting the parents know what is going on in the classroom and what their child has been learning about that way they can discuss these topics at home also. I will also provide my students' parents with my email, home phone and school phone so I can be easily contacted. I also feel it's very important for the students' parents to play an active role in their education. Without the support from parents/guardians the child might miss out on great opportunities they could be involved in. I hope to someday also have a classroom website where parents/friends/guardians can view what we are doing throughout the week. All forms of communication are highly viewed and needed to have a successful teaching career.

### **Secondary KSD Alignments:**

**KSD4.c. Communicates With Families**

#### *Personal Reflection*

#### **What I learned about teaching and learning from this experience.**

From this artifact I have learned that it is very important to communicate with families, faculty and administration. By writing this letter I have opened many doors for people to walk through to start a conversation with me, whether it is about school or about interests that we share. I believe making the first step in introducing myself will make people more comfortable and aware of my presence in the school. I also believe communication between students and parents is very important as well. Parents need to be updated on what is happening at school and by them reading a short newsletter is a great insight to what we do during our days at school.

#### **What I learned about myself as a prospective educator as a result of this experience.**

I have learned from this experience that I enjoy sharing my interests with others, with hope that some will share the same hobbies as I do. I also believe I will be able to make conversation easier with parents/faculty either regarding school related conversations or non-school related conversations. I believe having any type of conversation is very important as well as school related. Sometimes, it's easier to start with an interest or hobby before discussing classroom topics, ect.