



To: *Elementary School Principals
Sixth Grade Teachers*
From: *Louis P. De Angelo, Ed.D., Superintendent of Schools*
Re: *Vocations Awareness Day 2019 – Final Details*

We are anxious to welcome your sixth grade students to Vocations Awareness Day 2019 on Wednesday, November 6, at Holy Cross School. You, our principals, teachers, staff, and chaperones, all play an important role in making this experience memorable for the students. We are counting on your help, prior to the actual event and on Vocations Day as well. Here are some tips on how to prepare!

Important Information for your students to know before they arrive! (See attachment)

- Know the **Team Name** for your group. Are you Apostles, Angels or the Saints?
- Check out your Team's schedule.
- **NB: Please place a sign with your school name in the front bus window.**

Arrival at Holy Cross School

- Faculty and Staff members from Holy Cross School will meet each bus in the parking lot.
- One or two staff members will accompany your class to the proper entrance of the Church.
- Your host teacher will be with you and your class for the entire day to direct the students to the sessions, the cafeteria, and the restrooms.

Entering Holy Cross Church

- Remind students that they should enter Holy Cross Church quietly and reverently.
- Tell students that the day will begin with prayer and they should greet Bishop Malooly as they meet him in the narthex.
- Explain your expectations to the class regarding proper behavior and what it means to be a respectful, attentive audience.

Ready, Set, Go to the Jeopardy Game!

- Continue to review the Vocations Vocabulary in preparation for the Jeopardy game.
- Select a five-student team before you arrive, who will be contestants in the Jeopardy game – the remaining students in the class will be part of the audience.
- Designate one student to act as "spokesperson" for your school's team.
- Explain to students that all six school teams in their group, are working together, not competing against each other.

Prepping for the Panel!

- Assist the students in preparing appropriate, substantive questions to ask the panelists.
- Have students write their questions on an index card and bring it to the panel session.
- Explain to students that we will take as many questions from the floor as time permits.
- Make sure your students are aware that they will use a microphone when asking their question.
- Remind students to be attentive to the panelists!

Ahhh Lunch!

- Remind students to bring and carry their own “disposable bag lunch”.
- A beverage will be provided at lunch - NO need to carry glass bottles or beverage bottles.
- Explain to students that they are the guests of Holy Cross School and are expected to be polite and to follow the directions of faculty members who are there to assist them in the cafeteria.
- Make certain students dispose all lunch trash in the receptacles provided.
- Students may be permitted to gather outside at the end of lunch, if time allows.

We are counting on your help!

- The timeline of Vocations Day is very tight. Moving almost 200 students through three sessions to three locations, in 5-7 minutes is a feat! Please help us get students seated quickly and quietly in each session, so that students will enjoy the maximum 30 minute session.
- Oh yes, there’s lunch duty today too! The Holy Cross faculty will be assisting us in the cafeteria, but we ask that you help oversee your students during this time as well. Enjoy your lunch!
- It is important that dismissal be managed efficiently so that you are able to board buses quickly. Help us keep the students attentive and quiet during the dismissal process.
- Remind yourself that in spite of all the logistics and the directions contained in this memo, in some small way you may have helped to plant the seed of a religious or priestly vocation in the hearts and minds of students – even if it’s only one!
- Now pat yourself on the back for the good work you do each and every day and know that you contributed to the success of Vocations Day 2019! Many thanks and many blessings!