



August 2018

Greetings 5th Grade Partner Teacher!

We are again looking forward to hosting your 5th graders on Phuture Phoenix Day!

Your tour date this fall is **Wednesday, October 10th**. Registration is online and is **due by Friday, September 14, 2018**. This gives us enough lead time to order the correct amount of t-shirts and lunches for the day.

New this year:

No UWGB Role Model post-visit

Continuing this year:

No UWGB Role Model pre-visit

Teacher lunch tickets

Standardized UWGB Role Model follow-up contacts

Lanyard and nametag delivery ahead of time with T-shirts

Role Models will meet their groups in the Weidner theatre, not in the entryway.

About the day:

Teachers: In our experience, 5th grade students act differently and have a different experience with our college students when teachers are present on the tour. So, we invite you to turn your students over to our Role Models for the day. However, for liability purposes, we ask that all teachers remain on the UW-Green Bay campus during Phuture Phoenix Day. There will be a number of quiet work spaces for teachers to enjoy while their students are on the field trip. A complimentary buffet lunch is provided for you.

4th Graders: A number of schools have 4th/5th grade split classes and have asked if they may bring their 4th graders as well. **We do not recommend that your 4th graders attend the field trip.** It is a special field trip for 5th graders only.

Parents: Unless a child has a medical reason for a parent to attend the field trip, **we politely ask that parents do not attend the field trip.** The students act differently and have a different experience with our college students when parents are present.

Permission Slips: Phuture Phoenix does not require permission slips to attend the field trip. However, each school is encouraged to follow their school district's protocol when coordinating this field trip. We have provided a permission slip template at the end of this document in English, Spanish, and Hmong. We do not currently have a Somali translation or access to Somali translation services. Please feel free to modify the permission slip as needed.

Pre-arrival: Based on the information you, enter using the registration link below, your class's safety green Phuture Phoenix T-shirts, student nametags, and UWGB lanyards will be delivered to your school just before tour day. Please double-check that you have all of the necessary sizes and name tags. New this year, we are delivering your students nametags and lanyards directly to you so when your students get off the bus our volunteers and Role Models can easily connect. Should you need a different or additional shirt, nametag, or lanyard for your student(s), please stop at the information table located directly to your left as you enter the Weidner.

Late Additions/Changes: As we all know, new students can appear in your class at any time of the year. If you receive a new student after you submit your classroom registration, please notify us (fishr@uwgb.edu) us as soon as possible with the student's name, T-shirt size, lunch option, and group assignment. If you have added a new student, check-in at the Teacher Table when you arrive at the Weidner Center for your student's T-shirt and lanyard. We will deliver several blank nametags and sleeves along with your T-shirts, lanyards, and printed nametags. Please use the blank nametags to write your new student(s) names before you arrive on campus.

Bussing: Buses are arranged by Lamers and First Student. If you have questions regarding bus pick-up information, **we recommend calling 448-2201**. Busses will arrive at the Weidner Center **between 9:00 and 9:45 a.m.** Busses should enter at the University's Main Entrance and proceed to the **Weidner Center Main Entrance**. We have included a campus map for your driver if needed. Please tape the sign with your school's name on the bus window. **Please remain on your bus until a volunteer informs you when to unload.** You will receive a list of your numbered groups for tours prior to Phuture Phoenix Day. After unloading, busses may park in the Weidner Center lot and remain in that location for the day.

Arrival: After your class has left the buss, please guide them to their seats in the Weidner theatre. All seating has been pre-assigned by school and group number. This year, students will meet their role models when they reach their seats in the theatre. Role models will not be waiting in the Weidner entryway as they have in previous year. Once your students have been seated, you may check-in at the Teacher Table to pick up T-shirts and lanyards for any new students you might have added.

Phuture Phoenix Day at UW-Green Bay: All invited fifth grade students and their teachers are bussed to UW-Green Bay on the scheduled day to tour the campus, participate in planned activities, and get to know their role models. Each pair of UW-Green Bay role models is assigned to one group of 7 to 10 fifth graders to guide their group on their tour. If you have any questions during tour day, please find a Phuture Phoenix volunteer to direct you as needed.

Prior to tour day, you will receive a specific tour schedule for each group in you class. Here is a **SAMPLE** schedule of the Phuture Phoenix Day activities:

9:00 – 9:40	Arrival
9:40 – 10:00	Opening Ceremony Weidner Center
10:05 – 10:20	Bathroom break, Group Introductions with Role Models
10:25– 11:30	Tour of campus and classrooms
11:35 – Noon	Lunch
12:05 – 12:30	Tour of campus and classrooms
12:35 – 12:50	Chat with the Chancellor, Closing remarks
12:50 – 1:00	Load busses – departure

Lunches: 5th grade students and teachers will receive free lunch service as part of the tour day. Student lunches are provided by the Green Bay Area Public School Food Services Team. GBAPS provides gluten-free, allergen-free, and/or vegetarian lunch options. You may select one of these options when registering your students. If a student has specific dietary needs, they are welcome to bring their own lunch as needed. Teachers will receive a complimentary lunch ticket good for the all-you-can-eat buffet in the UWGB University Union cafeteria.

Behavior: Please review proper behavior and field trip etiquette with students prior to Phuture Phoenix Day. UWGB Role Models receive basic training on working with youth and being positive influences for students. However, they are college students and are not trained or equipped to handle some of the more severe behaviors that students might exhibit. If you have a student who would usually receive special education support or work with a paraprofessional due to severe behavioral issues, please make arrangements to have a paraprofessional assigned to the group to support the student throughout the day.

Attire and student belongings: Students will walk throughout the entire UW-Green Bay campus, indoors and outdoors. Please advise your students to wear weather-appropriate clothing and comfortable walking shoes. Do not allow students to bring backpacks, books, large purses, etc. during the tour. Please leave these articles at home or at school during the field trip. We do our best to collect all misplaced or forgotten items after the tour day but Phuture Phoenix is not responsible for lost or stolen items. Please contact us to check for Lost and Found items.

Illness or injury: In the event a student becomes ill while on campus, volunteers in white t-shirts will be available to help connect the student and the teacher so they can take appropriate action. All teachers will be supplied tour schedules for their students, so they know their whereabouts during the day. We will contact teacher(s) via their cell phone in the event of illness or injury.

Departure: After the closing ceremony at the Weidner we will dismiss schools to load the busses. We will dismiss schools with early release times first. For safety reasons, busses will NOT be allowed to load in front of the Weidner. Students should exit the building, turn right, and follow the sidewalk to the Weidner overflow lot where the busses will be waiting. Role Models will accompany their groups to their bus.

Post-visit: Please speak with your students about their experiences on campus and encourage their questions regarding their future education. Due to the logistics of background checks for all UWGB volunteers, role models will NOT be visiting the fifth grade classrooms during the week following the Phuture Phoenix field trip as they have done in previous years. Phuture Phoenix requires all UW-Green Bay role models to make at least 3 more contacts with their group of students. Follow-up contacts are prescribed by the Phuture Phoenix program and will include: a certificate of achievement, a special gift, and a group photo from the tour day.

Online Registration:

Each classroom teacher should register their class individually to insure there is appropriate contact information for each group. Individual classroom registration also insures role models have a contact for their group for post-visits and follow-up contacts.

Plan on 20-30 minutes to complete registration. You will **not** be able to save and come back, so please have the following information ready:

- List of student names for each class, in groups of 7-10 students, with t-shirt size for each student. *We ask that you have at least 7 students in each group.* Two UW-Green Bay students will be assigned to EACH group.
- Number of lunches needed for teachers, paraprofessionals, and students (lunch provided).

Please use this link to complete online registration by
9/14/2018

<http://www.uwgb.edu/phuturephoenix/teachers/register-field-trip.asp>

Timeline:

COMPLETED ON-LINE REGISTRATION BY: FRIDAY, SEPTEMBER 14, 2018

T-SHIRT AND NAMETAG DELIVERY: MONDAY/TUESDAY, OCTOBER 8/9

PHUTURE PHOENIX DAY: WEDNESDAY, OCTOBER 10

We are looking forward to this opportunity to reach out to your students and dare them to dream about their future and going to college.

If you have any questions regarding the field trip day or registration, please contact:

Robert Fish, Associate Director, Phuture Phoenix: fishr@uwgb.edu (920) 465-5170

See you soon!

Mary Sue Lavin - Director, Phuture Phoenix

FIELD TRIP PARENT LETTER
Wednesday, October 10, 2018
UW-Green Bay Field Trip Day

Dear Parents:

On Wednesday, October 10, 2018, your child is invited to attend Phuture Phoenix Day at the University of Wisconsin – Green Bay (UWGB).

Since 2003, over 18,000 students have visited the UW-Green Bay campus to experience a day in the life of a college student. On Wednesday, October 10, 2018, your child will see:

- The University Union
- The Kress Events Center
- Residence Life and Apartments
- The Cofrin Library
- And more!

UW-Green Bay students have volunteered to be tour guides for your child's class. These students have an interest to encourage all students to do well in school, complete their high school education, and consider pursuing postsecondary education. Building a connection between UW-Green Bay students and area 5th graders is what the **Phuture Phoenix Program** is all about!

If you have any questions, please contact your child's teacher about Phuture Phoenix Day.

Thank you for your consideration of this opportunity for your child to visit UW-Green Bay. We hope your child will have an enjoyable day!

Please sign and return this form to your child's teacher no later than **Thursday, October 4, 2018.**

Student Information:

Child's Name: _____

School _____

Teacher's Name: _____

Emergency Contact Name & Phone Number: _____

	Circle One	
I give my child permission to attend the field trip.	YES	NO

Parent Signature _____ Date _____

CARTA DEL PADRE DEL VIAJE DE CAMPO
Miércoles, 10 de octubre de 2018
Día de viaje de campo de UW-Green Bay

Queridos padres:

El miércoles, 10 de octubre de 2018, su hijo es invitado a asistir al Phuture Phoenix Day en la Universidad de Wisconsin - Green Bay (UWGB).

Desde 2003, más de 18,000 estudiantes han visitado el campus de UW-Green Bay para experimentar un día en la vida de un estudiante universitario. El miércoles 10 de octubre de 2018, su hijo verá:

- La Unión Universitaria
- El Centro de Eventos Kress
- Residencia y Apartamentos
- La Biblioteca Cofrin
- ¡Y más!

Los estudiantes de UW-Green Bay se han ofrecido como guías turísticos para la clase de su hijo. Estos estudiantes tienen interés en animar a todos los estudiantes a que tengan un buen desempeño en la escuela, terminen su educación secundaria y consideren la posibilidad de cursar estudios postsecundarios. ¡Construir una conexión entre los estudiantes de UW-Green Bay y los estudiantes de 5to grado del área es lo que el Phuture Phoenix Program!

Si tiene alguna pregunta, póngase en contacto con el maestro de su hijo / a acerca de Phuture Phoenix Day.

Gracias por su consideración de esta oportunidad para que su hijo visite UW-Green Bay. ¡Esperamos que su hijo tenga un día agradable!

Favor de firmar y devolver este formulario al maestro de su hijo antes del jueves 4 de octubre de 2018.

Información del estudiante:

Nombre del niño: _____

Escuela _____

Nombre del profesor: _____

Nombre y número de teléfono de contacto para emergencias:

Un círculo

Le doy permiso a mi hijo para asistir a la excursión. SI NO

Firma del padre _____ Fecha _____

Teb TRIP NIAM TXIV TSAB NTAWV
Wednesday, Lub kaum hli ntuj 10, 2018
UW-Green Bay Teb dawm hnuv

Nyob zoo cov niam cov txiv:

On Wednesday, Lub kaum hli ntuj 10, 2018, koj tus me nyuam yog caw mus koom Phuture Phoenix hnuv ntawm lub University of Wisconsin - Green Bay (UWGB).

Txij li thaum 2003, tshaj 18,000 tus menyuam kawm ntawv tau mus xyuas lub UW-Green Bay lub tsev kawm ntawv los ua ib tug hnuv nyob rau hauv lub neej ntawm ib kawm ntawv qib siab me nyuam kawm ntawv. On Wednesday, Lub kaum hli ntuj 10, 2018, koj tus me nyuam yuav pom:

- Cov tsev kawm ntawv Union
- Cov Kress Txheej xwm Center
- Chaw Nyob lub neej thiab qhov
- Cov Cofrin Library
- Thiab ntau yam ntxiv!

UW-Green Bay me nyuam kawm ntawv tau tuajyeem yuav ncig saib ntawm cov rau koj tus me nyuam txoj kev kawm ntawv. Cov menyuam kawm ntawv muaj ib qho kev txaus siab los txhawb tag nrho cov menyuam kawm ntawv kom ua tau zoo nyob rau hauv tsev kawm ntawv, kom tiav lawv cov high school kawm ntawv, thiab xav txog nrhiav kawm ntawv qib siab. Lub tsev ib kev twb kev txuas ntawm UW-Green Bay menyuam kawm ntawv thiab cheeb tsam sis thib 5 ntawd cov kawm qib yog li cas rau Phuture Phoenix Program yog tag nrho hais txog!

Yog hais tias koj muaj lus nug, thov hu rau koj tus me nyuam tus xib fwb txog Phuture Phoenix hnuv.

Ua tsaug rau koj kev saib xyuas ntawm lub sij hawm no rau koj tus me nyuam mus xyuas UW-Green Bay. Peb cia siab tias koj tus me nyuam yuav muaj ib tug tso dag tso luag hnuv!

Thov kos npe rau thiab xa rov qab daim ntawv no mus rau koj tus menyuam tus xib fwb tsis pub dhau Thursday, Lub kaum hli ntuj 4, 2018.

Tub Ntxhais Kawm Ntawv Cov Ntaub Ntawv:

Tus Me Nyuam Npe:

_____ School _____

Xib Fwb Lub Npe: _____

Thaum muaj xwm ceev Tiv tauj Npe & Xov Tooj:

Vajvoog Ib

Kuv muab kuv tus me nyuam tso cai rau mus kawm lub teb chaw twg. YOG TSIS MUAJ

Niam Txiv Kos Npe _____

Date _____

Field SOCDAL WARQAD WAALIDKA
Wednesday, October 10, 2018
UW-Green Bay Field Day Trip

Waalidiinta Qaaliga ah:

On Wednesday, October 10, 2018, ilmahaaga waxaa lagu casuumay inay ka qayb galaan Phuture Day Phoenix ee Jaamacadda Wisconsin - Green Bay (UWGB).

Tan iyo 2003, in ka badan 18,000 oo ardayda ayaa booqday xerada UW-Green Bay in ay la kulmaan maalin nolosha arday jaamacadeed. On Wednesday, October 10, 2018, ilmahaaga arki doonaa:

- Ururka Jaamacadda
- The Center Dhacdooyinka Kress
- Life deganaanshaha iyo Guryaha
- Maktabad Cofrin The
- Iyo qaar kale!

ardayda UW-Green Bay ayaa waxay iskooda u hanuuniyaa safar fasalka ilmahaaga. ardayda waxay leeyihiin xiiso in la dhiiri geliyo ardayda oo dhan si fiican u sameeyo dugsiga, dhamaysto waxbarashada dugsiga sare, oo ka fiirso wadanaya waxbarasho dugsiga sare. Dhisidda xiriir ka dhexeeya ardayda UW-Green Bay iyo fasalka 5 degaanka waa maxay Barnaamijka Phoenix Phuture waa dhan oo ku saabsan!

Haddii aad qabto wax su'aalo ah, fadlan la xiriir macallinka ilmahaaga ku saabsan Phuture Day Phoenix.

Waad ku mahadsan tahay tixgelinta fursaddan ilmahaaga in ay booqdaan UW-Green Bay. Waxaan rajaynaynaa in ilmahaagu aad maalin farxad leh!

Fadlan saxiix foomka si aad macallinka ilmahaaga ku noqon aan ka dambayn Thursday, October 4, 2018.

Macluumaadka Ardayga:

Magaca Ilmaha:

_____ School _____

Name MACALINKA: _____

Emergency Name Contact & Number Phone: _____

Circle One

Waxan oggolaanayaa in ilmahaagu dhigto safar duurka ku. HAA MAYA

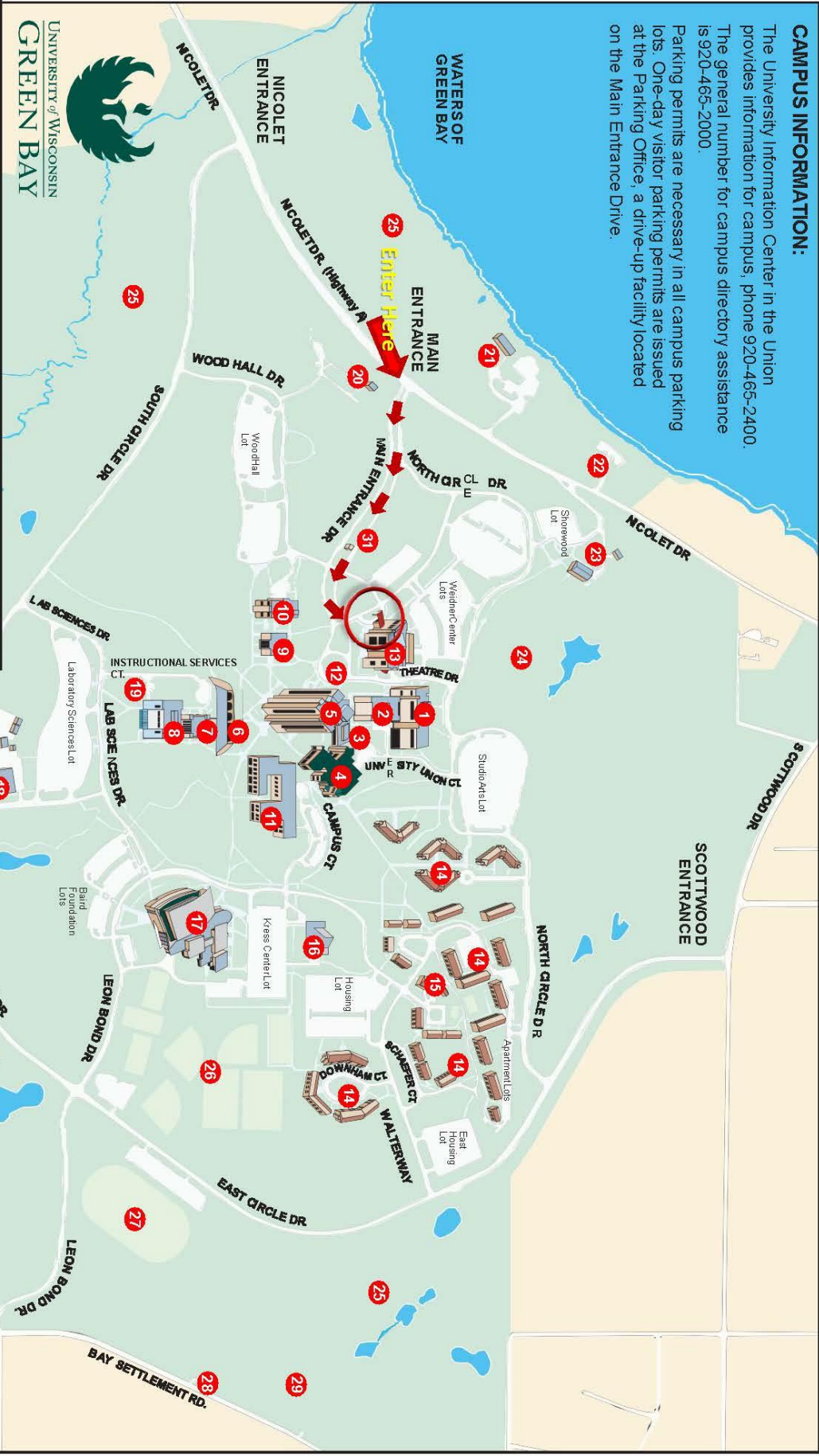
Saxiixa Waalidka _____

Date _____

CAMPUS INFORMATION:

The University Information Center in the Union provides information for campus, phone 920-465-2400. The general number for campus directory assistance is 920-465-2000.

Parking permits are necessary in all campus parking lots. One-day visitor parking permits are issued at the Parking Office, a drive-up facility located on the Main Entrance Drive.



University of Wisconsin-Green Bay Campus Map Key

1.	Studio Arts(SA)	12.	Circle Entrance
2.	Theatre Hall (TH)	13.	Weidner Center for the Performing Arts
3.	Student Services(SS)	14.	Student Housing
4.	University Union (UU)	15.	Hendrickson Center (Office of Residence Life)
5.	David A. Coffin Library (CL)	16.	Kress Center
6.	Instructional Services (IS)	17.	Equimental Center
7.	Environmental Sciences (ES)	18.	Facilities Management
8.	Laboratory Sciences (LS)	19.	Shipping and Receiving
9.	John M. Rose Hall (RH)	20.	Language House
10.	L.G. Wood Hall (WH)		
11.	May Ann Coffin Hall (MAC)		

21.	Lambeau Cottage	28.	Observation Tower
22.	Community Park	29.	Weather Station
23.	Shorewood Clubhouse	30.	Heating/Cooling Plant
24.	Shorewood Golf Course	31.	Parking Office
25.	Coffin Arboretum		
26.	Playing Fields, courts		
27.	Santaga Soccer Stadium		
28.	Observation Tower		
29.	Weather Station		
30.	Heating/Cooling Plant		
31.	Parking Office		