

LOS ANGELES UNIFIED SCHOOL DISTRICT
NOBLE AVENUE ELEMENTARY SCHOOL

M E M O R A N D U M

It's time for Open House!



TO: Teachers DATE: April 10, 2015

FROM: Esther Leon, Principal

SUBJECT: OPEN HOUSE ON TUESDAY, APRIL 14th

Open House has been scheduled this year for **Tuesday, April 14, 2015**, from 5:00 until 6:30 PM. Open House is a time for students and teachers to highlight the excellent work that has been done so far this school year. Teachers **do not** need to prepare a presentation for parents, but rather display a variety of student work.

It is a good idea to have your students make invitations to go home to their parents. When parents visit the classroom, students can also serve as “docents” and guide their parents around the room to explain their work (projects, reports, bulletin boards, etc.) and show off their accomplishments.

Below you will find other important information regarding Open House:

Schedule for the Evening:

5:00 Dinner for Teachers in Staff Dining Room / Food Sales begin for Parents
5:30-6:30 Classroom Visits by Parents

Classroom Environment Expectations:

- Sign-in for Parents
- Clean, organized, welcoming classroom
- At least 4 bulletin board displays, highlighting several curricular areas (See Bulletin Board Policy on noblek5.com.)
- All students should have some work displayed
- Teacher’s name, grade, and room # are written on the whiteboard and, optionally, on a door sign

Teachers, please keep your classroom door locked until 5:30 PM.

Thank you for your hard work in making Open House a successful event for all of Noble’s students and their families!