**Welcome to Afterschool Coaching for Reflective Educators in STEM (ACRES)!**

We are excited to have you participate in this [virtual, blended, or in-person] professional development opportunity for out-of-school time providers who want to embrace STEM education more deeply.

Please read and prepare for the following items prior to your first session on **[DATE, TIME, TIMEZONE]**:

1. We will be using Zoom video conferencing for our sessions. Take some time to watch this video on [How to Join a Zoom Meeting](https://youtu.be/Rzk4vdTIi0c?list=PLKpRxBfeD1kEM_I1lId3N_Xl77fKDzSXe)and familiarize yourself with Zoom if you have not used it before. When we meet we will use the following connection:

**[ZOOM LINK AND PHONE NUMBER]**

1. A virtual setting can’t stop us from engaging in some hands-on and minds-on STEM! During the workshop you will have the opportunity to engineer a water filter alongside your colleagues. To do this, you will need to gather some household materials before the session, so you can conduct the activity and collaborate on camera as if we are all in the same room. Please gather each of the following materials **before the session**:
	* Two-liter plastic soda bottle: Cut the soda bottle in half and invert the top half as a funnel into the bottom half. (you could also use a smaller plastic water bottle or two different-sized plastic cups)
	* paper coffee filter
	* cotton balls or cotton batting
	* cheesecloth or gauze
	* duct tape or masking tape
	* scissors
	* dirty water – a bucket of water with:
		+ food coloring to represent chemicals
		+ dried beans to represent solid waste
		+ potting soil to represent the earth
		+ cooking oil to represent motor oil

If you don’t have some of these materials handy, you may be able to find another household item that will do the trick. Feel free to get creative!

1. Just as you will be video recording your practice with youth and reflecting on it with other afterschool educators, I will be doing the same with a cohort of other coaches. Therefore, I will be recording our sessions together for the sake of my own professional development. I will not be sharing these videos publicly, but the videos of us working together may be seen by my fellow new coaches and our trainer, in order to give me helpful feedback. The videos may also be seen by the project’s research team who are trying to learn the impacts of the program on my coaching. If you have any questions or concerns about this, please let me know as soon as possible.

We are so excited to have you take part in this opportunity**.**Please let me know if you have any questions. I am looking forward to meeting you on **[DATE, TIME, TIMEZONE].**

See you soon,

[Coach]