

Words Matter Planet Wordshop

Policies, Procedures, and Additional Information

Program Description and Timeline

Students listen to and analyze one of a selected subset of stories featured in the *Words Matter* gallery at Planet Word. As part of registration, teachers will have a chance to choose between 4 stories from the gallery depending on which themes they would like to highlight with their classes. Students focus on the techniques the storyteller uses to make their story compelling, relatable, and relevant. Students will also spend some time connecting the story to broader themes and social issues. The wordshop will conclude with students telling a story of their own.

Planet Wordshops are adaptable and highly participatory and may change depending on student engagement and needs. An estimated timeline follows:

- 7 mins Activation/Introduction to Planet Word/Advance Organizer
- 12 mins Listen and absorb (How Do Stories Impact Us?)
- 18 mins Listen and analyze (How Do We Tell Stories?)
- 16 mins Tell your story
- 7 mins Conclusion/Reflection

A Note on Content

At the time they register, educators can choose between the following stories featured in Planet Word's *Words Matter* gallery. If no story is selected, Planet Word educator will default to "Little Giants" by Mark "Popsie" Lewis.

1. "Jewish and Latina" by Gabriela Orozco
Themes: Family, multilingualism, self-expression through poetry
2. "Help" by Adrian Villalobos
Themes: Asking for help, disability. **NB: storyteller uses the word "shit"**
3. "Little Giants" by Mark "Popsie" Lewis
Themes: Nicknames, encouragement, mentor figures
4. "What Are Your Pronouns?" by Logann Grayce
Themes: Gender-neutral pronouns

Standards Alignment

CCSS.ELA-LITERACY.CCRA.SL.1

Prepare for and participate effectively in a range of conversations and collaborations with diverse partners, building on others' ideas and expressing their own clearly and persuasively.

Participants

Grades 4-7. 5-35 students. At least one school employee/supervising adult **MUST** participate.

Cost and Payment

- Virtual Planet Wordshops cost \$125 USD per program. On-site Planet Wordshops cost \$200 USD per program. This fee is waived for Title I schools and non-profit organizations serving disadvantaged



populations in D.C., Maryland (Anne Arundel, Howard, Montgomery, and Prince George's counties) and Virginia (Alexandria, Arlington, Fairfax, Falls Church, and Prince William counties) or similar geographic range.

- The fees help ensure Planet Word can provide a qualified educator for the duration of the program, professional registration support, optional pre-visit support calls, and either well-maintained spaces or virtual platforms for all programs.
- Reservation confirmations will be emailed and will include an invoice with payment details.
- Full payment must be received 2 weeks in advance of the Workshop reservation date to avoid cancellation. Planet Word accepts payment via check or credit card (Visa, MasterCard, Discover, American Express). Credit card payments can be made via phone to 202-931-3150, Monday-Friday, 9 AM – 5 PM. Please make all checks payable to: Planet Word or The Museum of Language Arts, Inc.

Cancellation

- Please give 2 weeks' notice if you need to change your reservation, and we will be happy to work with you to reschedule, subject to other scheduling constraints. Your consideration helps us serve as many groups as possible. Programs cancelled with less than 1 weeks' notice will not be eligible for a refund.
- If Planet Word needs to cancel your program for any reason, Planet Word will work with you to reschedule at another time. If we are not able to agree on a date to reschedule, and you have paid for your program, your program fee will be refunded.

Behavior Expectations

- Planet Word believes that everyone involved in our programming should be treated with respect-educators, parents, and students. Participants are responsible for behaving in a way that does not intimidate, endanger, or disrupt the participation of others. Any form of written or verbal abuse will not be tolerated.
- If the above behavior expectations are not followed, Planet Word educators may provide a verbal redirection. If the behavior continues, Planet Word educators may remove the participant from the program or end the program.

Expectations for Adult Educators and Chaperones

- At least one school employee/supervising adult **MUST** be present to ensure the safety and security of all involved.
- The supervising adult is responsible for making sure participants adhere to the behavior expectations above.

For Virtual Workshops:

- If the supervising adult is unable to participate or loses internet connection during the call, the Planet Word educator will end the program.
- The supervising adult will serve as a co-host to the meeting and will be responsible for admitting students to the virtual room.
- The Words Matter Planet Wordshop requires group work. The supervising adult will be responsible for dividing students into groups during the program.

For On-site Workshops

- The supervising adult must be actively involved in redirecting students and actively engaging them in the learning experience for the entire program. If the supervising adult leaves the room, the Planet Word educator will end the program.



Virtual Tech and Security Requirements

- Planet Word will do our best to meet your group's security needs. If you prefer for us to send you a unique virtual meeting link on Zoom or Microsoft Teams, or for us to join you in your digital classroom, we're happy to be flexible. Let us know what you need.
- The Planet Word educator must have the ability to share their screen.

