

License Holder

# Welcome Toolkit





## Thank you for choosing Fly Five as your social, emotional, and academic solution.

### Dear Fly Five Educator,

We are thrilled to welcome you to the Fly Five community! As a Fly Five license holder, you play a pivotal role in shaping the SEL journey in your school community, and we want to ensure that your experience with us is seamless and enjoyable from the beginning. This guide provides an overview of your role in kick-starting Fly Five implementation, as well as the tools and resources you will use to prepare your school community for taking flight with Fly Five.





### What's in Your Welcome Toolkit

#### **Product Overview**

A detailed guide to Fly Five products and services, outlining key features and benefits.

#### **Getting Started Guide**

Step-by-step instructions to help you set up and activate your account or product. This guide will walk you through the initial setup process, ensuring a smooth onboarding experience.

#### **FAQs**

Anticipating your questions, we've compiled a list of frequently asked questions and provided detailed answers to assist you promptly.

#### **Contact Information**

Our dedicated customer support team is here to assist you. Find our contact details in the kit for any inquiries or assistance you may need.

## How to Use Your Welcome Toolkit

#### 1. Read Through

Take a moment to go through the Welcome Kit thoroughly. It contains valuable information that will enhance your understanding of where to begin.

#### 2. Refer to Guides

For specific setup instructions, troubleshooting tips, or any other queries, refer to the Getting Started Guide and FAQs included in the kit.

#### 3. Reach Out

Don't hesitate to contact our customer support team with questions.



### **Stay Connected**

Follow us on social media for the latest updates, tips, and exclusive offers. We also love to share SEL insights from our community, so be sure to tag us in your Fly Five posts!









We value your feedback and encourage you to share your thoughts with us on social media or contact us through our website at https://www.flyfivesel.org/contact-us.

Thank you for choosing Fly Five. We look forward to partnering with you and ensuring that your experience with us exceeds your expectations.

## Welcome aboard!



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## **Implementation Phases**

**Implementation Phases** 

#### 1. Plan

The goals and objectives for curriculum implementation are defined through the Customer Success Plan. School Leaders and Ambassadors will have access to this document to provide support as needed.

## 2. Prepare

Digital platforms are assigned, materials are received, and school personnel are trained.

#### 3. Execute

License holders begin to deliver lessons and tasks outlined in the Customer Success Plan are carried out.

## 5. Close, Celebrate, and Look Ahead

Complete the C-SETI, wrap up lesson delivery, celebrate successes, and analyze data to help identify future goals.

#### 4. Monitor and Evaluate

Progress is monitored, feedback is collected, and lessons learned are documented and shared with stakeholders.



## **Product Overview: Print or Digital?**

- **~~~**
- The Fly Five instructional program is a combination of print and digital materials designed to empower educators in their teaching and students in their learning.
- These components ensure student learning is constructive, dynamic, and developmentally appropriate.

Reference the chart below to identify the print and digital resources for each grade level.



	Teacher's Lesson Guide	Student Journal	Poster Pack	PPT	Scenario Cards	The Mindful Student	School to Home Connection	Learning Management System
K								
1st								
2nd								
3rd								
4th								
5th								
6th								
7th								
8th								



#### Resolves Differences Quickly TEACHER UBJECTIVE: The teacher will teach and model how we can display self-control and patience and show **Teachers Lesson Guide** spect to our peers when waiting our turn. STUDENT OBJECTIVE: The student will be able to display appropriate behavior while waiting their turn. K-8, Print Only The Fly Five Teacher's Lesson Guide is an instructional MATERIALS: Session One The Big Blue Notebook manual and comprehensive toolkit to keep teachers Vocabulary poster (C1RDQ) Nocabulary poster (C1RDQ) Self-Control Steps (SJ 13) Three Steps of Self-Control poster (C1RDQ) Characteristics (C1RDQ) organized, prepared, and focused as they bring SEL into their classrooms. Show Them the Way (SJ 14) Cooperation Session Three The Big Blue Notebook Vocabulary poster (C1RDQ) Respectful Scenario Sheet (TR 13) Respectful Scenario Sheet (TR 14) Respect Looks and Sounds Like Exit Ticket (SJ 15) Respect Looks and Sounds Like Exit Ticket (FI 15) Respect Looks and Sounds Like Lessons Show Them the Way Respect Looks and Sounds Like Exit Ticket Directions: View the images below. Use the three steps to help Directions: What does showing respect look like and sound like to you? guide in the characters' self-control. Draw an image or write words Draw a picture and then write a sentence that matches your picture. to demonstrate how each character can show self-control **Student Journals** K-8, Print Only The Student Journals are vibrant, colorful workbooks that provide visual and hands-on activities to promote students' learning and engagement. Each student receives their own journal so they can creatively and individually engage with their SEL lessons.







as well as the Emotion Posters.



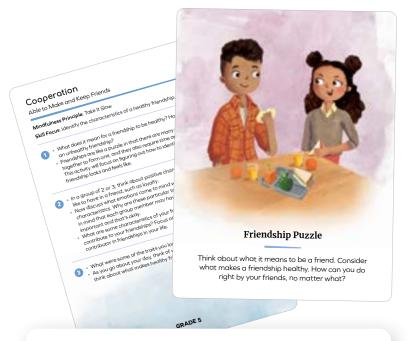
of emotions through a series of three emotion-themed posters: Emotion—Feels Like, Looks Like; the Purpose of Emotions; and Range of Emotions. These emotion posters allow students to gain insight into why we have emotions

The Poster Packs also strengthen students' understanding

and how they range in intensity.







#### The Mindful Student

K-8, Print and Digital

The Mindful Student includes 20 grade-specific mindfulness lessons, each focused on a C.A.R.E.S. competency and grade-level skill. The activities range from interactive partner work and role-playing to quiet visualizations and guided reflection.



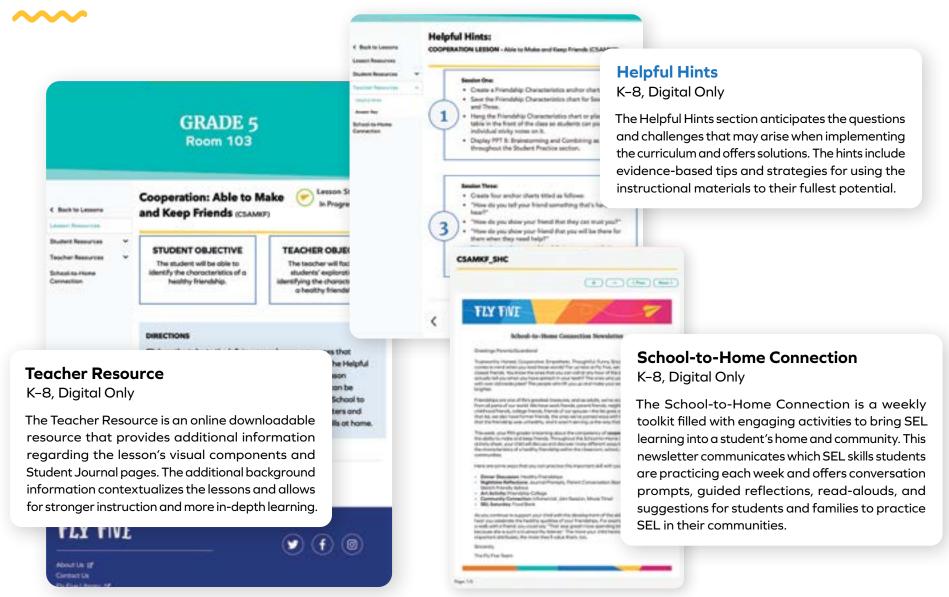
#### **Scenario Cards**

K-2, Print Only

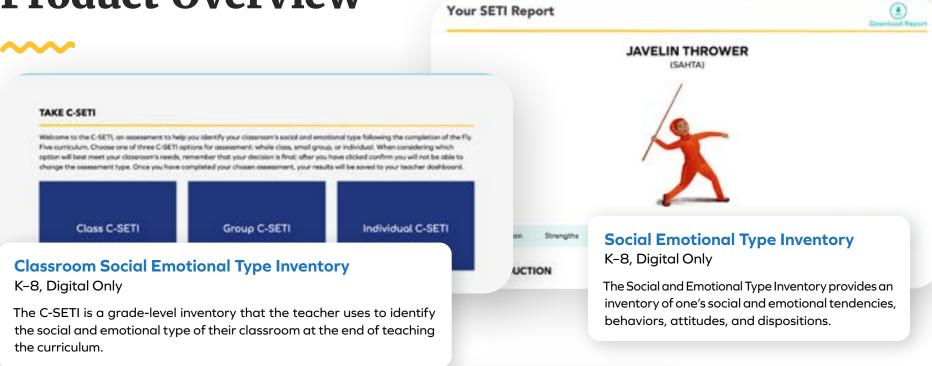
For kindergarten through second grade, the Scenario Cards depict a wide variety of situations where the characters must put their SEL skills to use. Each card is aligned with a skill focus and offers questions and prompts that allow students to think through the situations in their own way.

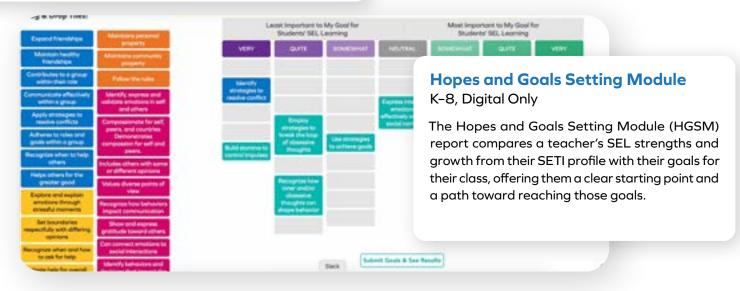


## **Product Overview**











## **School Community Roles**



Roles within the school community play a crucial role in the effective curriculum implementation in various ways. The collaboration and coordination among these roles ensure that curriculum implementation is comprehensive, responsive to student needs, and continuously improving based on feedback and evaluation. Each role contributes uniquely to the success of implementing a well-rounded and effective curriculum.

#### **School Leader**

#### Role

To lead the logistical setup of the digital platforms and ensure that license holders have their materials

#### Responsibilities

- Confirm materials are delivered and accounted for
- Assign license holders in the Learning Management System
- Share the Fly Five Academy enrollment key with license holders
- Complete annual Student Journal Order

### **Ambassador**

#### Role

To mentor Fly Five license holders and point of contact in the school community for Fly Five instructional needs

#### Responsibilities

- Be available to license holders for implementation questions
- Provide lesson demonstrations for license holders to observe
- Support license holders in data collection
- Attend regular coaching sessions to build SEL expertise

### **License Holder**

#### Role

To provide weekly Fly Five instruction to students and communicate with families.

#### Responsibilities

- Take the SETI and complete Fly Five Academy requirements.
- Sequence Fly Five lessons
- Prepare for and deliver Fly Five lessons
- Send the School to Home Connection to families



## **Year at a Glance Task Sheet**



### Start of the Year

FLY FIVE LMS Activate LMS account					
FLY FIVE LMS Take the SETI					
EMAIL COMMUNICATION Bookmark Welcome Kits and Six Week Planner page					
FLY FIVE WEBSITE Complete the Six Week Planner Activities and reference the Welcome Kit as needed					
FLY FIVE LMS Complete the Hopes and Goals Setting Module at least six weeks after getting to know your students.					
TEACHER'S LESSON GUIDE Use the At-a-Glance Planner to plan for the sequence of your lessons					

### Throughout the Year

FLY FIVE LMS

Begin lesson implementation, update lesson progress and provide lesson feedback

SCHOOL-BASED SUPPORT

Reach out to your School Leader and Ambassador for support as needed

### **End of Year**

☐ **FLY FIVE LMS** Complete the C-SETI



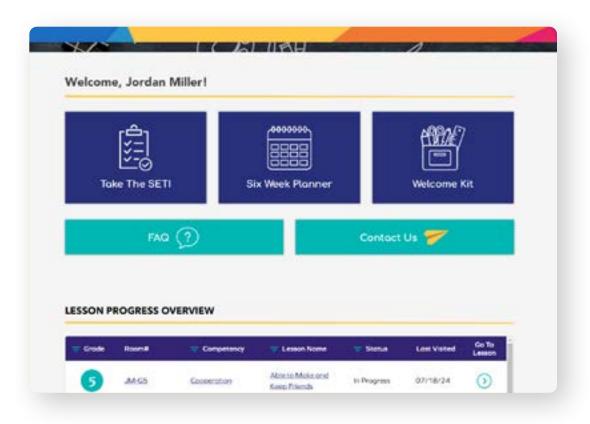
## **Digital Platform How-Tos**



#### The LMS and Implementation Supports

The Learning Management System (LMS) and implementation supports are in separate digital spaces to ensure that learners and administrators can access the tools and resources they need without unnecessary overlap or confusion. This separation enhances the efficiency and effectiveness of learning delivery and system management.

- The LMS is where licenses are assigned and managed, reports and assessment results are viewed, and lesson progress is monitored for all licenses. This is where license holders access all digital lesson components.
- The Welcome Kit and Six Week Planner are webpages with links to material that help license holders get oriented to the curriculum and access their PD materials.





## **Digital Platform How-Tos**



#### **Activate LMS account**

To carry out various technical tasks within the Learning Management System (LMS), it is essential that your LMS account is activated. This activation process is a critical step to access the full range of features and capabilities the system offers.

Use the activation link in the welcome email to create your Fly Five account.

#### FLY FIVE

#### Dear FLY FIVE LICENSE HOLDER,

Welcome to Fly Five! **SCHOOL NAME** has been added to the Fly Five Learning Management System (LMS). Click here to set up your account and complete your school profile. This must be done first in order to gain access to the SETI assessment, Implementation Supports, and online lesson components. We look forward to joining your school community!

Thank you, The Fly Five Team



## **Add Students And Parents To Classes**

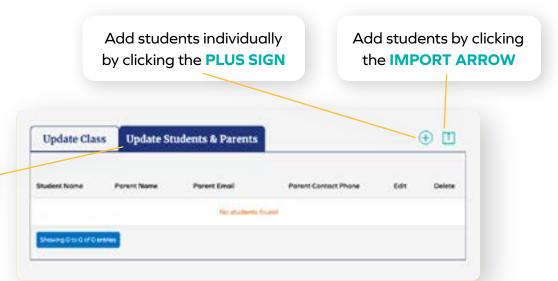


Within the LMS, there is an option to upload student and parent information to classes. This enables the educator to send the School to Home Connection to families through the LMS if they choose.



Select **CLASSES** from the dashboard

Click on the **UPDATE STUDENTS**& PARENTS tab





## **Lesson Delivery in Action**



To get a sense of what Fly Five videos look and sound like in the classroom, it's beneficial for them to watch some examples. The videos below are designed to support implementation by demonstrating lesson delivery in action.









## **Family Support**



As we prepare to strengthen the connection to students' families, we want to ensure you have the resources you need to effectively reach out to and support our families.

SHC Introductory Letter for Parents

What is the School to Home Connection?

**SHC Overview** 

## **Lesson Features**



Understanding of lesson features can prepare license holders to effectively implement the curriculum. Use the following link to build knowledge of the features for effective lesson delivery

**Lesson Features** 



## **Planning Resources**



Preparing to teach a competency and fostering an active learning environment involves thoughtful planning and execution. Use these resources to help get prepared.



Preparing to Teach a Competency

Preparing for Active Learning



## **How to Place an Order**





All Fly Five orders must go through the Educational Partnerships Consultants. One will be assigned to your Support Team. Your School Leader will contact that individual directly or email inquiries@flyfivesel.org to get in touch with additional licenses or materials that you may need to purchase.



Order Avenue A books directly on the website at www.flyfivesel.org/shop/avenue-a-books



Order The Mindful Student cards and the Mini Mindfulness
Course directly on the website at
www.flyfivesel.org/product-category/
mindfulness-activities-for-students

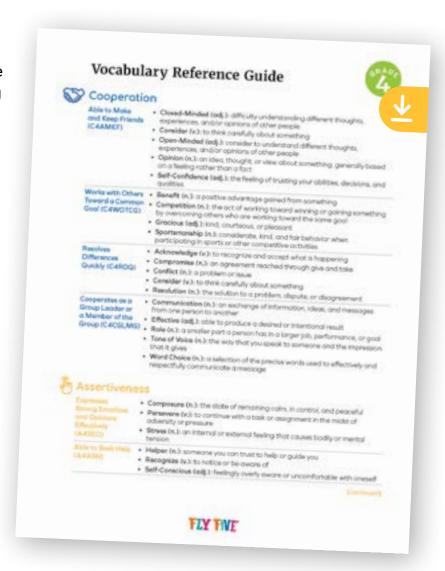


## **Vocabulary Reference Guide**

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Fly Five lessons are embedded with rich vocabulary to promote literacy through the social context of learning. There is strong evidence that explicit instruction in vocabulary is one of the most effective strategies for improving literacy skills and content knowledge. Share these vocabulary guides with colleagues within your school building to integrate this learning into other contexts.



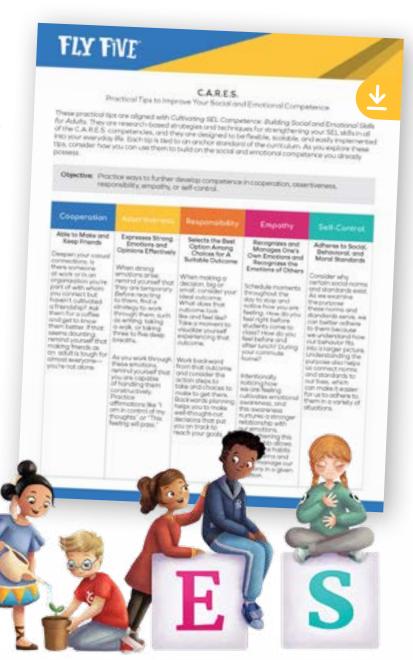




## Teaming with C.A.R.E.S.

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The development of Adult SEL is crucial for fostering a collaborative and supportive educational environment. Use the tips below to help develop your own social and emotional competence to create a positive and inclusive atmosphere that benefits both you and your students.







The Six Weeks Planner is a support for you to prepare for implementation. Each week, there are three, short and engaging learning activities designed for you to prepare self for Fly Five knowledge implementation.

Week One: Getting Oriented with Fly Five					
Content Area: Microlearning:		Resources:	Notes:		
Why SEL?	Video (5 minutes)	Academic Outcomes (link)	Benefits and vision for how students will love this curriculum		
Welcome Kit Scroller Page (1 hour)		Link to Welcome Kit Landing Page	Find the Welcome Kit checklist and complete the start of the year tasks throughout this week		
Component Walk Through	Infographic (10 minutes)	Fly Five Product Catalog (link)	Brief description of all components		





## Week Two: Creating a Climate of Warmth and Safety

Content Area:	Content Area: Microlearning:		Notes:
Fostering Positive School Community	Video Social Media Posts	Implementing SEL Effectively in the Classroom	Take stock of how positive community is being built in the license holders' classroom
Meet Your Emotions	Introduce emotions with students through a suggested mini-lesson	Intro to Emotions Mini Lessons (link)	Provide lesson options for teachers to choose one that works best for them and their grade level
Mindfulness	Participate in a Mini Mindful Monday for students or a Mindful Monday for educators.		Link in the email and share purpose of mindfulness





## **Week Three: Establishing Routines and Procedures**

Content Area:	Microlearning:	Resources:	Notes:
Interactive Learning Structures	Try an ILS with your students	Interactive Learning Structures- Who They Support, How and Why	Use one of the ILSs in the article. Reflect on how routines and procedures need to be in place in order for these to be successful
The Mindful Student Student Build a routine for the Mindful Student		Introduction to Mindfulness Mini-Lesson	Facilitate a discussion that affirms the purpose and benefits of mindfulness.
Review To establish norms Discussion for class or group Norms discussions		Creating a Dialogue: Strategies for Discussing Difficult Topics	Create a reel for teachers to reflect on





## **Week Four: Building Student Engagement**

Content Area:	Microlearning:	Resources:	Notes:
Introduce Center City Kids	Encouraging student connections with the Center City Kids	Just Like Me Character Traits	Digital Flashcards or Interactive Game Printable Trading Cards for students
Introducing Student Journals	To get students familiar with how to use the student journals and create anticipation for their use	Screenshot of page 56 in Teacher's LessonGuide	Do a picture walk of the journal with students to get them excited about the content  Review page 56 in your Teachers' Guide  Review expectations for care and use





## **Week Five: Preparing for Lesson Delivery**

Content Area:	Microlearning:	Resources:	Notes:
Emotions	Introduce the Emotions poster to students	Meet Your Emotions	Introducing where the emotions posters will be and how students will use them in the classroom
Student Engagement	Students by using the		Guiding questions around each competence for grade span
Family Communication  Introduce C.A.R.E.S to families by using the School to Home Connection and Family Guide		School-To-Home Connection	Use this letter as way to help families understand their role in encouraging SEL skills at home





## **Week Six: Lesson Delivery and Reflection**

Content Area:	Content Area: Microlearning:		Notes:
Space and Organization	Prepare classroom space and routines	Preparing for Lesson Delivery Checklist	
Lesson Delivery	Prepare for a Fly Five lesson		Use print and digital materials to prep for their first lesson
Look back on the lesson  Lesson prep and delivery to  Reflection make adjustment for  improvements			Use a graphic organizer to help license holders reflect.



## **Frequently Asked Questions**



### Can I share my license?

• Licenses are only assigned to one teacher who is implementing the lessons with students.

### Where can I find the scope and sequence?

- The teacher decides the sequence of the lessons through the SETI and the Hopes and Goals Setting Module.
- The scope is set by the skills within the K-8 standards. Click this link to look at the scope for each grade level: https://www.flyfivesel.org/sel-standards/view-sel-standards/



## **Contact Information**



We are here for you every step of the way. Below you will find our contact information, as well as experts within your school community that are there to support you.

#### Your School-Based Ambassador

Have an implementation question?

Contact your school-based ambassador for guidance.

### Your School Leader

Have a specific question regarding materials and access?

Contact for additional materials requests or troubleshooting LMS access.

### Fly Five Curriculum Support

In need of additional implementation support?

Reach out to us at curriculumsupport@flyfivesel.org

### Fly Five Technical Support

Trouble with LMS access?

We're an email away at contact@flyfivesel.org

#### Fly Five Website

Looking for free teacher resources?

Visit the resources page on our website

#### **Amazon**

Ready for additional SEL materials?

Order The Mindful Student, Avenue A or Responsive Classroom books on Amazon.

