

## Contacts and Contacting

### Weekly Report 1/28/19 to 2/3/19

This week centered mainly around communication. Emailing was essential, especially while trying to work with at least nine elementary schools, the McKinney Noon Lions Club, and my mentor. Being able to keep multiple spreadsheets and keep track of everything is very important because everything is moving so quickly. With the eyeglasses drive quickly approaching at the beginning of March, it is key that this week involved consistent communication with all the adults I am working with, in order to maintain an organized and professional environment.

On Monday, the first Fisher Elementary Student Council meeting was held. Being able to participate and visit the kids helped give perspective on who would be working on the drive with me. The eyeglasses drive allowed the children to come up with ideas, brainstorm, and make this event one of their first projects. Since the drive is originally starting at Fisher Elementary, it is exciting to participate and speak at various meetings and events that they put together, in order to make this ISM project a success. Additionally, it is scheduled that I make an appearance at Good Morning Fisher, the Friday before the drive begins. It will be interesting to come back to my former elementary school and see where the kids will take the drive in March.

After meeting the kids at the Student Council meeting, the majority of the week included emailing principals, teachers, and school nurses. Keeping track of nine elementary schools can be challenging, but attainable. This week has shown that each school is different and does things differently. Some schools will allow the grades to compete against each other, to see which grade collects the most glasses. Some other schools do not want to advertise the drive as a competition between grades, but rather have the entire student body work together. Additionally, I will be making a couple appearances at Good Morning assemblies, while at other schools I will be in one of the weekly newsletters. Overall, each campus varies, and it is up to me to ensure that that school's flyers are tailored to how the school will host the drive. Keeping everything on a spreadsheet and constantly checking emails is extremely necessary, especially for this week. Lastly, in addition to being in contact with a lot of elementary schools, I have also been preparing for the Original Work Presentation, updating the website, and emailing the McKinney Noon Lions Club to connect about collecting more donation boxes.

Overall, this week was extremely busy and stressful at times. However, next week is a new week and it would be amazing to schedule an observance visit with one of my mentor's specialists, keep in contact with all elementary schools involved in the drive, and collect

more collection boxes for each elementary school. With the drive coming faster than anticipated, it is vital that everything is completed on time, efficiently, and well in advance, that way each elementary school can advertise and host the eyeglasses drive as they wish. This may be challenging because Reedy Varsity Tennis has a tournament this Friday and I will be missing school. However, as long as I continue to strategically plan everything and nothing overlaps, the schedule will run smoothly and the drive will hopefully be a success.