

Dear Seniors Enrolled in Second-Semester English Classes:

- On Wednesday, October 14, the English department and Student Services will provide you with the opportunity to receive feedback from a 12th grade English teacher on one college essay.
- The session will be held virtually from 8:00 a.m. to 11:00 a.m., and students will sign up for a time slot to meet with a teacher.
- Teacher-Student sessions will be between 10-15 minutes.
- It is NOT mandatory for second-semester English students to attend this session.
- If you are a second-semester English student and are interested in attending, here's how the process will work.

Prior to Wednesday, October 14

Please click on the following link to schedule an essay conference:

<https://www.signupgenius.com/go/4090E4FAFA92AA2FF2-senior>

Choose your time, (one time slot per student).

Conference Day

- On Wednesday, October 14th, please go to Google Meet, **CHS-Essaysupport**. (This is a virtual “waiting room.”) When a teacher is available, Ms. Sormanti will provide you with a code for your individual Meet.
- You will be eligible for one session with one English teacher, and you must select ONE essay to be read.
- Teachers who are reading your essays will NOT ask you about what anyone else has said about your essay. To be very clear: The feedback you receive in these meetings is yours to use as you wish and should not be misunderstood as some validation of, or a contradictory opinion to, any feedback or assessments you have received for your essay from others.

How to prepare for your meeting:

1. Please have your essay as refined as possible and in a Google Doc; be prepared to share it with the teacher who will be helping you, and assign them rights as an “Editor” (not “view only”) so that they can make written comments. At the beginning of the meeting, the teacher will provide you with his/her email address.
2. At the top of the document, please include the prompt that you are responding to, as well as any unique word limits or requirements.
3. Be prepared to share a specific question or focus for the teacher (“Does it answer the second half of the prompt?” “Is it too much about my father?” “Am I dancing too much around my answer?”). This will allow the teacher to provide specific feedback that addresses your needs.
4. Do NOT tell the teacher helping you what others have said about your essay.
5. Be prepared to take notes when the teacher provides verbal feedback. Some teachers may write comments on the Google Doc. Remember, though, as the writer of the essay, YOU are responsible for what the teacher shares with you.

When your conference ends, you will leave the room. You will not need to check back into the “waiting room.”

We look forward to working with you!