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| **NEXT STEPS** |  |

* Begin your BIG Lesson theme early in the school year so that your BIG Zoo Lesson week is a catalyst for a year long thematic study. Plan for sketching lessons and observation at school before your BZL week.
* Get permission for your students to be photographed. This is the responsibility of each classroom teacher (you may already have a form on file at your school). If there are any students that should NOT be photographed, please let Roxanne or Margaret know this. Your pictures may be used on the BIG Lesson website, in newsletters, grant proposals, or presentations at education conferences.
* Six weeks before your BZL week, you will receive an email from Margaret Holtschlag to arrange a planning meeting. These meetings are held on Zoom, after school. We’ll talk about your theme, curriculum goals, time schedule, expert lessons, and activities for your students.
* 4 weeks (or earlier) before your BZL week, please send your completed BZL plans electronically as an attachment to Margaret (biglesson@gmail.com). This timeline of submission of your lesson plans is important, as the zoo arranges for the volunteers to teach your expert lessons, and your early submission of plans makes the job much easier. Email address is **biglesson@gmail.com**.

* Your lesson plans will be used by many people at the zoo. You’ll want your plan to be very complete and specific—it will help everyone as we work together to meet your teaching and learning goals.
* Arrange for bus transportation, leaving school as early as you can and staying at the zoo as late as you can. In this way, you will be able to make the most of your BZL week.
* Contact parent volunteers. Write a letter or conduct a parent information meeting to outline the activities that parents will do. They will help as chaperones, but also with teaching small groups, guiding students at observation time, taking notes and sketching right along with the students, etc.
* Invite your principal, school board, the media, and any other interested people to visit your students during your BZL week.
* 1 week before your BZL week, gather your materials for your week. Make nametags for your students. We’ll see you at the zoo on Monday morning, ready to learn!
* Any questions? Please feel free to contact Margaret, 517-230-8268 or biglesson@gmail.com.