

How COVID-19 Affects the Program:

Due to current COVID restrictions, it is understood that all aspects of the proposed program cannot be conducted as desired. Thus, the program plan includes both in-person and virtual options.

How Squadrons Connect with a Classroom Teacher:

Adult and/or cadet members of the squadron help identify a 6th grade teacher who is known by someone in the squadron with whom the squadron can connect and “adopt” the classroom for at least one school year. If the squadron cannot locate a 6th grade classroom teacher, CAP NHQ/AE will help identify an ACE classroom, as is noted on the [currently registered ACE classrooms listing](#).

Conversely, AEMs who read about this program may reach out to adopt@capnhq.gov and request a squadron adopt their classroom. NHQ/AE will then try to connect the teacher to the closest squadron.

- NOTE for the purposes of this guide: When a 6th grade classroom cannot be found, a 5th- 8th grade classroom may need to be identified/adopted. Thus, throughout this guide, where 6th grade is noted, the alternate grade level can be inserted instead.

Expectations of the Squadron:

As this is an AE program, the squadron AEO (or Commander) will be the PoC for the program and invite any other interested adult or cadet squadron member to assist in the program, no matter the duty position.

Requirements of squadrons for classroom adoption program:

- 1- Introduce the program to the teacher by sharing the [Adopt-a-Classroom info flier](#) and show the [Adopt-a-Classroom promotional video](#) made by *Adopt-a-Classroom* National Ambassadors, InWG’s Lt Col Brian Schmuck, and River City Cadet Squadron Commander, Cadet CMSgt Rylee Schmuck.
- 2- Discuss with teacher the important security information that CAP adult members have passed FBI background checks and completed cadet protection training (which would also cover the teacher’s students).
- 3- Share with teacher the [Request for Collaboration form](#) that the squadron commander/AEO and teacher/principal will sign to begin the program.
 - a. Once this form is received by adopt@capnhq.gov, the teacher will receive a class set of grade-level aligned ACE manipulative items, as well as a class set of CAP paper airplanes and AeroProps (with associated lessons as noted in #7, below).
- 4- Invite the teacher to join as an AEM (if not already a member).

- a. Share the free benefits that come with a CAP AE membership as found on the [Educators Page](#).
- b. CAP would waive the one-time \$35 membership fee for any new AEM adopted by a squadron for this program. (Contact adopt@capnhq.gov for free Coupon Code for program.)
NOTE: This free membership code is to be used by the squadron and teacher for the *Adopt-a-Classroom* program only; not as a free membership opportunity.

5- Provide information about the [K-6th grade Aerospace Connections in Education \(ACE\) program](#), as this is the basic “Adopt-a- Classroom” program.

- a. ACE info flier is found [HERE](#).
- b. Suggestions for CAP squadron support to the ACE program is found [HERE](#).

6- Assist the teacher in registering for the [ACE program in eServices](#). (Registration opens 1 August annually.)

a. The teacher can then access the free ACE 6th grade-specific curriculum (found in [eServices in the AE Downloads/Resources section under Aerospace Education](#)).

- (1) 6th grade classrooms (as well as any alternate 7th or 8th grade classrooms) will use the 6th grade ACE curriculum guide.
- (2) If a 5th grade classroom has to be adopted, the 5th grade ACE curriculum guide would be used (also found in [eServices](#)).

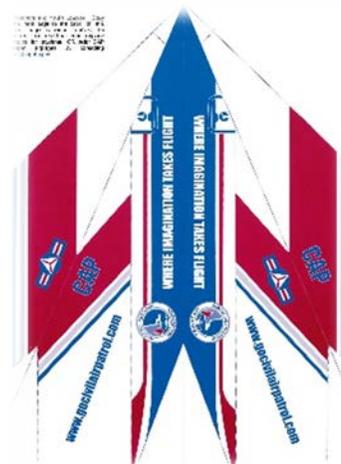
b. The teacher will receive a class set of *Rocket Football* manipulative items to support several ACE lessons for the 6th grade, as well as some Bernoulli Bags. (See associated lessons in #7, below.)



(1) If a 5th grade classroom has to be adopted, the manipulative item will be the *Balsa Power Plane*, which will correspond to the 5th grade balsa plane lessons, below.



c. The teacher will also receive a class set of blue AeroProps and CAP paper airplanes, both with corresponding to lessons found in #7 below.



- 7- Coordinate with teacher for squadron adult and cadet members to **teach (in person or virtual) at least three lessons** to the students which involve the class sets of free 'manipulative items' which will be sent to the adopted teacher (*Bernoulli Bags, Rocket Footballs, paper airplanes, AeroProps, and paper rotorcraft*).

Lesson options for grades 6th, 7th, or 8th (select at least 3 to conduct with the classroom):

- a. [6th grade Bernoulli Bag lesson](#), "Air-mazing Experiment"
- b. [6th grade Rocket Football lesson 1](#), "From Football to Flight"
- c. [6th grade Rocket Football lesson 2](#), "Statistically Speaking"
- d. [CAP Paper Airplanes and lesson](#)
- e. [AeroProps lesson](#)
- f. [Paper Rotorcraft to go with AeroProps Lesson](#) (This is an optional opportunity for the 6th grade students to teach the AeroProp lesson to a younger classroom using the paper rotorcraft items.)

NOTE: If adopting a 5th grade class (with *Balsa Power Planes* instead of the 6th grade *Rocket Footballs*), the following 5th grade ACE lessons can be used *in place of the 6th grade ACE lessons*:

- a. [Balsa plane lesson 1](#), "Forces of Flight" (lesson 2 builds on lesson 1)
 - b. [Balsa plane lesson 2](#), "Plot Your Plane" (can do both lessons or just the first one)
 - The AeroProp and CAP Paper Airplanes will also be used in 5th grade.
- 8- Complete the squadron Adopt-a-Classroom evaluation form to be provided to squadrons after registering for the program.

Suggestions for the squadron and teacher to consider for the classroom adoption program:

- 1- Provide teachers with [sample informational letter to parents](#) to explain the *Adopt-a-Classroom* program.
- 2- As COVID restrictions allow, the squadron should work with the Wing DAE to coordinate a *Teacher Orientation Program (TOP)* flight with the Wing Ops team so the teacher will get more interested and excited about the benefits of being a CAP AEM. Options for the flight are:
 - a. The TOP flight can be flown over the school with the students on the ground below, and the teacher can take an aerial photo of the school/students.
 - b. The school principal can also be provided a complimentary CAP AE membership so that he/she can also take the TOP flight and speak to the students from above via a phone and speaker system on the ground.
 - c. The squadron could try to coordinate a field trip to the local airport for the classroom of students where the teacher (and, if desired, principal) will take off and land. Students get a tour of the airport while the teacher (and principal) fly.
 - (1) The pilot can do the pre-flight briefing with the teacher (and principal) while the students also observe. (This can be videoed for future use with students.)
 - (2) Photos with the pilot, the teacher (and principal), and students beside the CAP plane can be taken and shared with the school and the community as a public awareness initiative.

- 3- Plan a virtual or in person *Adopt-a-Classroom* ACE program lift-off for the students.
Suggestions to consider include:
 - a. Have lessons prepared to conduct with the students on this day. (Suggestions in #7 above.)
 - b. Have an airplane “fly-off” contest.
 - c. Build and liftoff a tissue paper hot air balloon.
 - d. Determine feasibility of a hot air balloon being inflated and tethered on the school grounds.
 - e. Determine feasibility of a helicopter landing at the school for the students to tour.
 - f. Have a special (in person or virtual) speaker for the students.
 - g. Work with or demo one of CAP’s STEM Kits with the students.
 - h. Determine feasibility of a trip to the local airport or a local aviation museum.
 - i. OR, whatever is possible and desired--- large or small.

- 4- Work with the teacher to plan one or more (in person or virtual) squadron visits to have cadets speak to the students about the cadet program.
 - a. Have cadets share info about regular cadet programs, activities, and community service opportunities, as well as scholarships, o’flights, flight academies, the Wings program, and NCSAs, etc.
 - b. Have the cadets talk about how CAP has helped them in school and in life.
 - c. Show the cadet video found on the [Cadet Programs webpage](#).

- 5- Coordinate with the teacher to determine desire for an in person or virtual CAP cadet program informational session to introduce the squadron experience to interested students and parents.
 - a. If any student is interested in becoming a cadet in the squadron, assist the family in learning about the membership process.
 - b. Make sure the new cadet is welcomed to and involved in the squadron to better ensure retention of the cadet.

- 6- Since the Air Force Association is a supporter of the CAP ACE program, the squadron may want to reach out to closest AFA chapter to determine how both CAP and the AFA can work together to support the adopted classroom.
 - a. Get an idea of how a good collaborative partnership has worked in the [2020 National ACE Collaborative Point of Light Program award](#) involving school program, CAP, and the AFA.
 - b. See info on how an AFA chapter can be involved in the ACE program [HERE](#).
 - c. Speak to the teacher about approving AFA members to also work with your students.
 - d. Encourage the teacher to apply for [a \\$500 AFA Educator Grant](#) to help fund a special project for the classroom. (Applications are open from 1 September until 15 December annually.)
 - e. Work with the AFA chapter and determine interest in purchasing ACE shirts for the students, either by the AFA chapter, or both the chapter and squadron. See ordering information [HERE](#).

- 7- Help coordinate an end-of-program gathering with the teacher to complete *Adopt-a-Classroom* evaluation and receive end-of-program certificates. Invite other CAP (and AFA) guests, students’ parents, and school system and community guests.