

Guided Notes

Archbishop Wood High School

Notes are brief and intended as informal discussion captures rather than full meeting.

Discussion w/ Dr. Nobels

- Strong community already in place — question is how to make freshman entry more intentional.
- Future Vikings need more than 1 event; follow-up matters.
- Goal = students/families feel connected before day 1.
- Participation data worth reviewing as early indicator of buy-in / transition readiness.
- Would like support plan to reflect school mission, not just event planning.

Discussion w/ Mrs. Ellis

- Freshmen adjust at diff rates — some settle in quick, others need more structure.
- Parents often need clearer communication on expectations, routines, supports.
- Helpful to think beyond admissions piece — transition continues into 1st semester.
- Would be good to identify touchpoints where admin/counseling can check in early.
- Support should be proactive, not wait until student is already struggling.

Discussion w/ Mr. Slutz

- Academic shift into 9th grade is real — workload, independence, course expectations.
- Students/parents benefit from clear messaging around scheduling, coursework, responsibility.
- Enrollment/course planning nights already help — could connect better to transition plan.
- Would help to align academic communication w/ community-building events.
- Need students to understand both culture + academics from the start.

Notes from Future Viking / admissions conversation

- Future Viking Night is a strong entry event — families engaged, good energy.
- Could use event as starting point, not end point.
- Opportunity for short survey / interest form / follow-up communication.
- Need cleaner tracking of who attends + who does not.
- Families seem to respond well when communication is personal and clear.

Notes from parent-facing events / conferences

- Family connection is a major strength at Arch.
- Parents ask practical questions- courses, expectations, support, who to contact.
- Reinforces need for one clearer freshman support pathway.
- Communication consistency across events would help reduce confusion.
- Would be helpful to create simple transition checklist / timeline.

Project planning notes

- Working problem = freshman transition support could be more coordinated.
- Sample baseline reviewed: 213 incoming freshmen; about 60% in at least 1 transition activity.
- Reasonable target discussed: move participation to 75%.
- Need plan that ties together event attendance, family communication, early support.
- Keep project data-focused and realistic — improve alignment, not reinvent everything.

Survey / stakeholder feedback planning

- Need short Microsoft Form for admin + participating faculty.
- Questions should focus on clarity, communication, usefulness, freshman adjustment, next steps.
- Use both rating scale + 1 open response.
- Survey meant to audit effectiveness, not be overly long.
- Can use results to support sustainability piece.