**Diversity Fair**

**Cristina Romero**

**Description:** The Arlit Center is a preschool located in Cincinnati, Ohio on the University of Cincinnati’s campus. The school has students from many diverse backgrounds, including cultural and socioeconomic backgrounds. To allow each child to celebrate and educate others on their cultures, a fair will be orchestrated that involves both student and parent involvement. The fair will consist of small booths for each family (as many children who attend Arlitt also have siblings attending there, too); the booths will consist of food, decorations, and some history about the family’s culture. Booths will set up alphabetically by the families’ last names and will be broken up into sections so that each section can have time to go to the different booths rather than running their booths the whole time.

**Special Considerations:** Arlitt serves as a school for children of international professors and of families that are a part of Head Start. As some parents may not be able to attend the fair do to work or other commitments, teachers and their helpers will assist the children whose parents are not able to attend. For children who are adopted, they have the option of making booth based off the culture of where they were born or the culture of their adopted family. Ingredients of all food and how the food was prepared will be listed next to the food in order to alert people with food allergies and those will special diets to what is in the food.

**Location:** The event will be at 11 am on Saturday and parking will be allowed and free in University Parking Garage and is also free on Jefferson Road, which is adjacent to campus .The event will take place in the UC’s campus Recreation Center on one of the basketball courts. This location was chosen because it is on campus and, therefore, nearby the Arlitt Center and because it has enough space for numerous booths to be set up and for many people to be in the room at the same time. The space has tiled floor (making it easy to clean), high ceilings (so helium balloons are not permitted), and is mainly beige and white. To prepare the space, tables for each booth will be brought in a spaced evenly around the perimeter of the court. Along the walls, will be maps and flags of the different countries represented at the fair, pictures from the classrooms at Arlitt, and a sign welcoming people to the Diversity Fair. The room will have a section for some tables and chairs to accommodate anyone who is not able to stand for long periods of time. There will be signs from Jefferson and University Parking that help lead the families to the Recreation Center, where volunteers will be waiting to lead them to the proper locations inside.

**Communication Plan:**  Details of the event and a flyer for it will be given to each family when they drop their child(ren) off at school for the first day. Additional information will be emailed and mailed to the families closer to the event. During parent-teacher conferences, the teacher and parents will go over the details for the booth and any concerns the parents have. All information and details will be posted on the Arlitt Center’s website. See other pages of this document for examples of the information sent to families and go to <http://cristinamromero.edu.glogster.com/diversity-fair> to see an interactive flyer emailed to them.

**Community Expert:** Dr. Brandi N.H. Elliott is a graduate of University of Cincinnati with an EdD in Urban Educational Leadership, a MA in Mental Health Counseling, and a BA in Psychology, . She is the Director of the Office of Ethnic Programs and Services and director for the diversity scholarship program, Darwin T. Turner Scholars. She works to address needs for diversity on campus through events, service initiatives, and encouraging diverse student leaders in a number of programs. She will lead a discussion for the parents on diversity and leadership in the urban setting of Cincinnati and beyond.

**Recommended Readings:**

Dyson, A. H., & Genishi, C. (1994). The need for story: Cultural diversity in classroom and community. Urbana, IL: National Council of Teachers of English.

Ogbu, J. U. (n.d.). Understanding culture diversity and learning. Educational Researcher. Retrieved from <http://edr.sagepub.com/content/21/8/5.short>

- Any of the works of John Ogbu listed on the page linked are great for reading about diversity

Tvoparents.com (2009, March 25). Parenting Across Cultures: The Different Ways We Raise Our Children [Video file]. Retrieved from http://www.youtube.com/watch?v=BJic9NrYk0Y

**Communication Documents and the Schedule of Events are in this document and occur after this page on their own separate pages. Continue reading.**

**Communication Document #1: Informing Parents of Event**

**Diversity Fair**

**Who:** Students, Parents, and Families

**When:** Saturday, November 9th, 2013 from 11am to 1pm

**Where:** At University of Cincinnati’s Campus Recreation Center

**Parking (free):** At University Ave. Parking Garage

The Diversity Fair will be a chance for students to celebrate and educate people about their cultures. The fair will be on UC’s campus, which will have signs and volunteers directing you to the proper place. Each family will have a booth through which they present their culture(s). Each booth should have a food dish, some history of the culture(s), and decorations representing the culture(s). Booths will be set up by families’ last names and groups will also by created through last names (see groups below). Each group has a different presentation to allow for families to see others’ presentations and booths. All families are expected to have arrived and set up their booths by 11am on Saturday. If you have a conflict with the times, please contact program coordinator Cristina Romero through her email (romerocm@mail.uc.edu) to find a better arrangement for your family. From 12:00-12:20pm, Dr. Brandi N.H. Elliott will lead a discussion on diversity leadership, while the students learn some Bollywood dance moves from some members of UC’s International Dance Team.

Special Notes:

* All food dishes must include how the dish was prepared and ingredients to help prevent any allergy or dietary issues.
* If you are unable to attend but wish to have your children still participate, please contact Cristina Romero.
* UC students and others who may be at the Recreation Center (unless volunteers for the event or family of any participants) will not be permitted to enter the area for the fair.
* Parents will have a chance to plan their booths with their child(ren)’s teacher(s) during parent-teacher conferences.

The Diversity Fair will be an excellent opportunity for families to learn about each and for students to learn about the diversity all around them!

Cristina Romero

romerocm@mail.uc.edu

Group 1 (A-G), presentation time 11:05-11:30

Group 2 (H-N), presentation time 11:30-11:55

Group 3 (O-Z), presentation time 12:35-1:00

**Communication Document #2: Gathering Information**

Dear parents/guardians,

Please fill out this quick survey and return it to your child(ren)’s teacher(s) by October 18th. This survey has also been sent to your email if you wish to fill it out that way.

*Circle your response*

Will you be attending the Diversity Fair on November 9th? Yes No

Will your child(ren) be attending the Diversity Fair? Yes No

Have you planned your booth for the fair? Yes No

Will you be staying for the whole event? Yes No

Did you receive the interactive flyer for the event? Yes No

Do you have any special accommodations for either you or your child(ren)? Yes No

If yes, please list any accommodations below:

Thank you for taking the time to fill out this survey. Please turn in it by October 18th.

**Schedule and Details of Events**

**Booth Set Up and Preparation 10:00-11:00**

* Families and children prepare their booths for presentation. If food needs to be refrigerated or frozen, please give it to a volunteer. Helium balloons are not permitted in the area for our fair. There will be signs directing people to the proper place in the recreation center.

**Group 1 Presentations 11:05-11:30**

* The presentations will include food, basic history, and decorations. Families and students who are not presenting will be able to go to the different booths. Around 11:25, people in Group 2 should begin to move to their booths.

**Group 2 Presentations 11:30-11:55**

* The presentations will include food, basic history, and decorations. Families and students who are not presenting will be able to go to the different booths.

**Diversity Discussion and Bollywood Dancing 12:00-12:30**

* Dr. Brandi N.H. Elliott will lead a discussion on diversity leadership in urban areas and beyond. This discussion will be for parents and families. For the students, team members for UC’s International Dance Team will teach them some Bollywood dance moves while teaching them the history of the dance style.

**Group 3 Presentations 12:35-1:00**

* The presentations will include food, basic history, and decorations. Families and students who are not presenting will be able to go to the different booths.

**Booth Deconstruction and Clean Up 1:00 until done**

* Families and students will deconstruct their booths and collect all items. They may leave after this. Volunteers, helpers, and teachers will clean up the fair area and return tables to the proper place.