

Oakland Elementary School
551 Highway 81 West
McDonough, GA 30253
770-954-1901

Memo To: Parents, Community and/or Corporate Leaders
From: Mrs. Brown and Mrs. Barnett, School Counselors

Reference: Oakland Elementary School's Career Day
Friday, March 31, 2023
9:00 A.M. – 12:00 P.M.

The Career Education Committee at Oakland Elementary School would like to invite you to participate in our Career, College and Trade Day. Career Day is scheduled for Friday, March 31, 2023 from 9:00 a.m. –12:00 p.m. We do ask that you arrive 15 minutes early for set up and front office sign-in. We also ask that you stay afterwards for a light refreshments at 12:00-12:30 p.m.

We are looking for Parents, Community and Corporate Leaders who would like to share information about their careers, trade, and entrepreneurship with our students here at Oakland Elementary. If you or someone that you know would like to speak to our students, please provide the necessary information on the back of this page by sending in the scanned completed copy to Mrs. Barnett.

Speakers sometimes ask what they should bring to Career, College and Trade Day. You are welcome to bring tangible goods, stickers, videos and/or models to help explain your career. You can also dress as you normally dress for your profession. Bring whatever you feel you need to help educate the students about your company or occupation. Please let us know if you need any special equipment for your presentation, such as electrical outlets or a table (we only have a few of these).

Upon completion of your confirmation form, please e-mail it to Oakland Elementary School Counselors: chelsey.brown@henry.k12.ga.us ; brandi.barnett@henry.k12.ga.us.

Sincerely,

Mrs. Chelsey Brown, M.Ed (PreK-2nd)
Mrs. Brandi Barnett, M.Ed (3rd-5th)

Oakland Elementary School's Career Day
March 31, 2023

Name: _____

Career Area/Occupation: _____

Address: _____

Contact Number: _____

Email _____

Fax _____

Please list any equipment that you may need for your presentation:

If you cannot stay from 8:00 A.M. – 1:00 P.M. please select the time you will be able to present.

Name	Time	Name	Time
	09:00-09:30		10:30 - 11:00
	09:30-10:00		11:00 - 11:30
	10:30-11:00		11:30 - 12:00

For Parents Only

Student: _____ **Grade:** _____

Teacher _____

Please e-mail, or return the completed form on or before

March 24, 2023

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