

Before Your First Meeting



The first meeting does not need to be perfect. It simply needs to make students feel welcomed, valued, and excited to return. As you prepare for your first Student Union or Alliance meeting, focus on creating the conditions where relationships can begin to grow.

The Open Deck resources that follow are designed to support you every step of the way so you can spend less time planning and more time building meaningful connections with students.



BEFORE YOU WELCOME STUDENTS...

- ☐ Meet with your principal or supervisor to share your vision and secure support.
- ☐ Reserve a welcoming, accessible meeting space with a consistent meeting day and time.
- ☐ Identify students who may benefit from participating using school data, staff recommendations, and personal outreach.
- ☐ Personally invite students whenever possible. A personal invitation is often more meaningful than a schoolwide announcement.
- ☐ Share information through posters, morning announcements, school newsletters, classroom visits, or digital displays.
- ☐ Review the Open Deck First Meeting Agenda and gather any accompanying reproducible resources.
- ☐ Prepare simple supplies such as name tags, markers, sign-in sheets, and snacks if available.
- ☐ Remember that your goal is not to impress students—it is to help them feel that they belong.



OPEN DECK RESOURCES

The pages that follow include ready-to-use resources designed to reduce preparation time and support successful first meetings.

Rather than creating materials from scratch, adapt the Open Deck tools to fit your students, your school, and your community.

*Students may forget what happened during the first meeting.
They will remember how they felt when they
walked through the door.*

