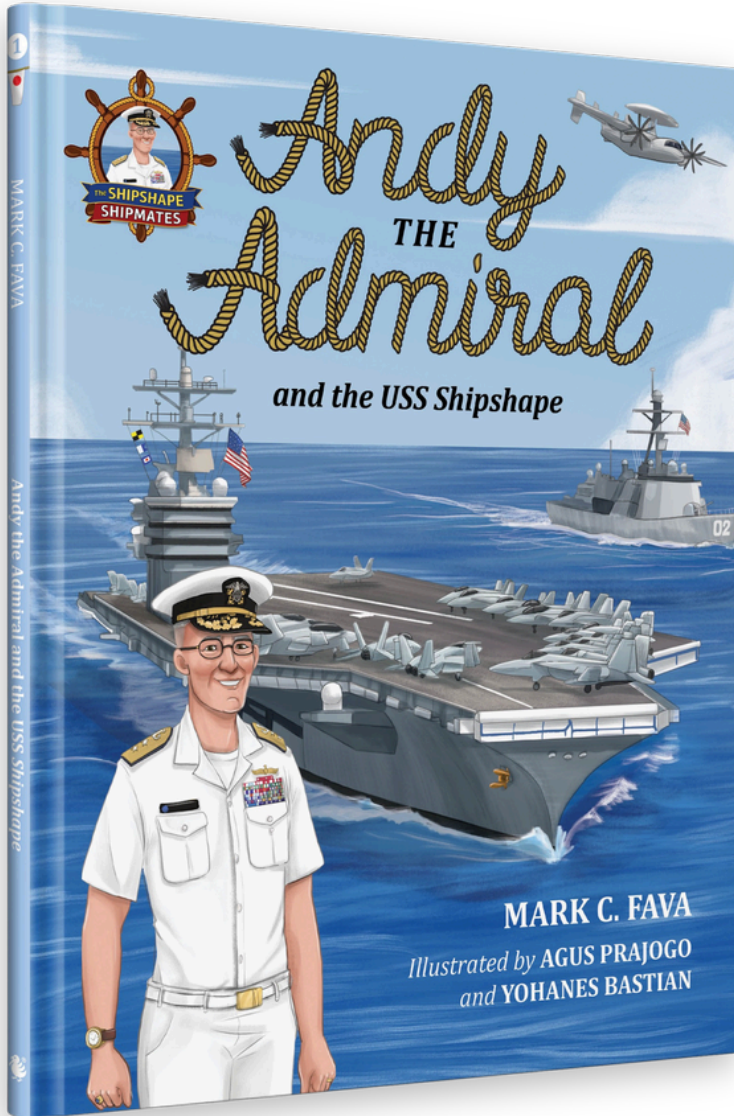




# Classroom Educator Guide and 6-Week Lesson Plan



## Andy the Admiral and the USS Shipshape

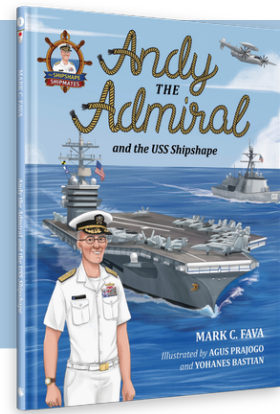
By Mark C. Fava

 [www.theshipshapeshipmates.com](http://www.theshipshapeshipmates.com)

 [theshipshapeshipmates](https://www.instagram.com/theshipshapeshipmates)



## *Andy the Admiral and the USS Shipshape* Introduction and Tips from an Expert



### Expert Advice for Teachers & Small Group Leaders

Before beginning *Andy the Admiral and the USS Shipshape* lesson plan, here are a few helpful tips from classroom experts:

#### Create Student Folders:

Grab a large piece of construction paper and fold it in half to make a folder for each student. Print the worksheets for all six weeks and place them inside. Have each child write their name on the front. Use a different colored folder for each class or group to stay organized.

#### Prepare Materials in Advance:

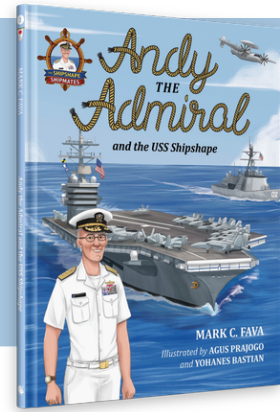
Each week, make sure the worksheets and take-home sheets for that unit are printed and ready. Have crayons, markers, and pencils available for writing and drawing activities.

#### Book Access:

Multiple copies of *Andy the Admiral and the USS Shipshape* are helpful for classrooms and small groups, especially if you plan to reference pages during discussions or rereads.



## Andy the Admiral and the USS Shipshape Classroom Lesson



### Virtues:

- Lead with love and might.
- Be on time!

### Objective:

Students understand that being kind, caring for others, and being on time helps everyone succeed.

### Read Aloud (15 min)

Read *Andy the Admiral and the USS Shipshape* all the way through.

### Pause and highlight on these virtues:

- Lead with love and might.
- Be on time!

### Discussion Questions

- How can we show love and kindness to others?
- Why is it important to be on time?

### Activity (10–15 min)

- Worksheet 1: What Makes a Good Shipmate/Classmate?
- Worksheet 2: Be On Time! (Optional: set a timer to challenge students to complete the worksheet in 1 minute)

### Take-Home

Practice showing kindness and being on time at home.

### Standards:

CCSS: SL.1.1 – Participate in collaborative conversations

CASEL: Relationship Skills, Self-Management

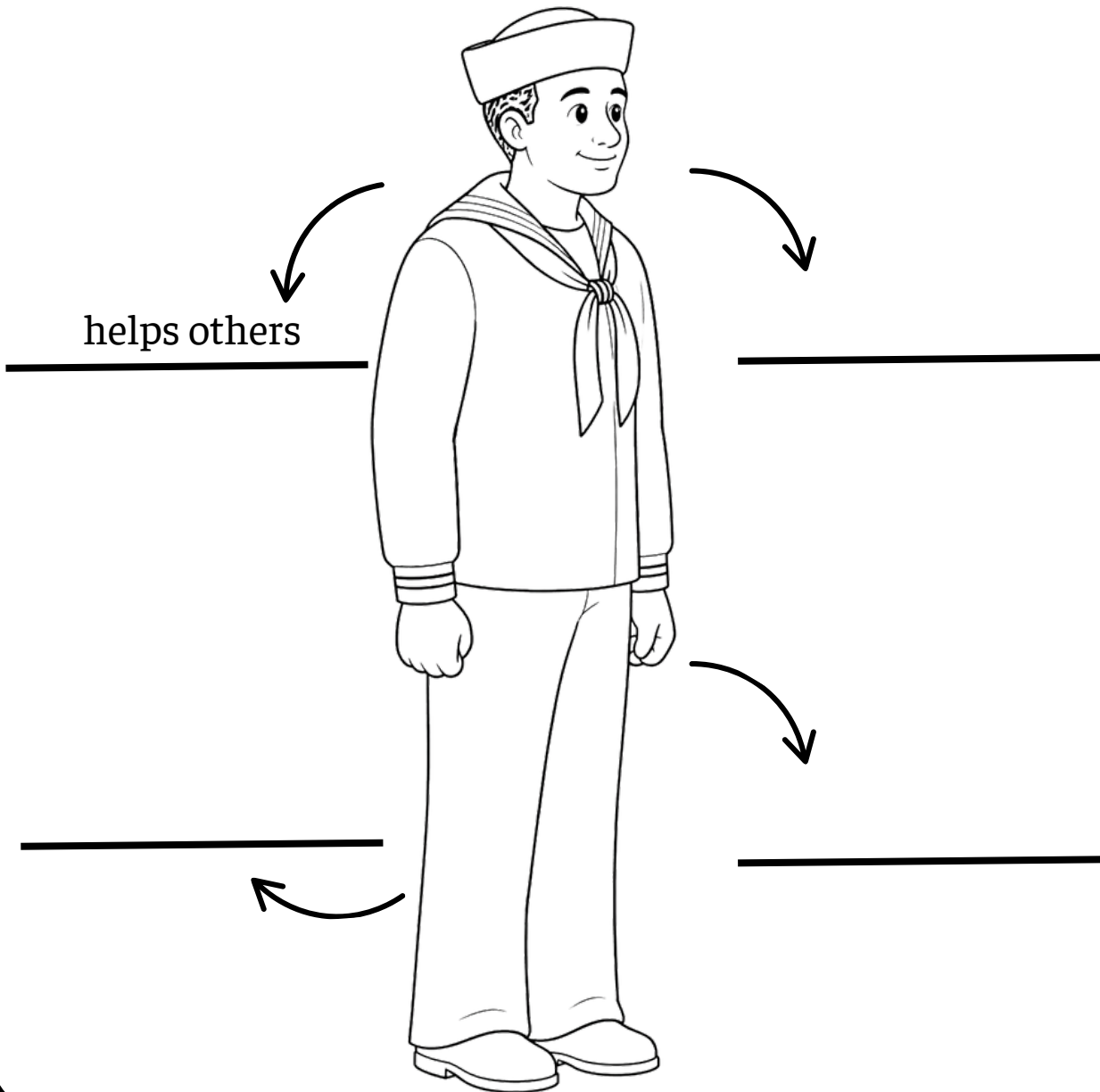


# What Makes a Good Shipmate/Classmate?



Instructions: Draw or write what a good shipmate (friend) does next to the arrows.

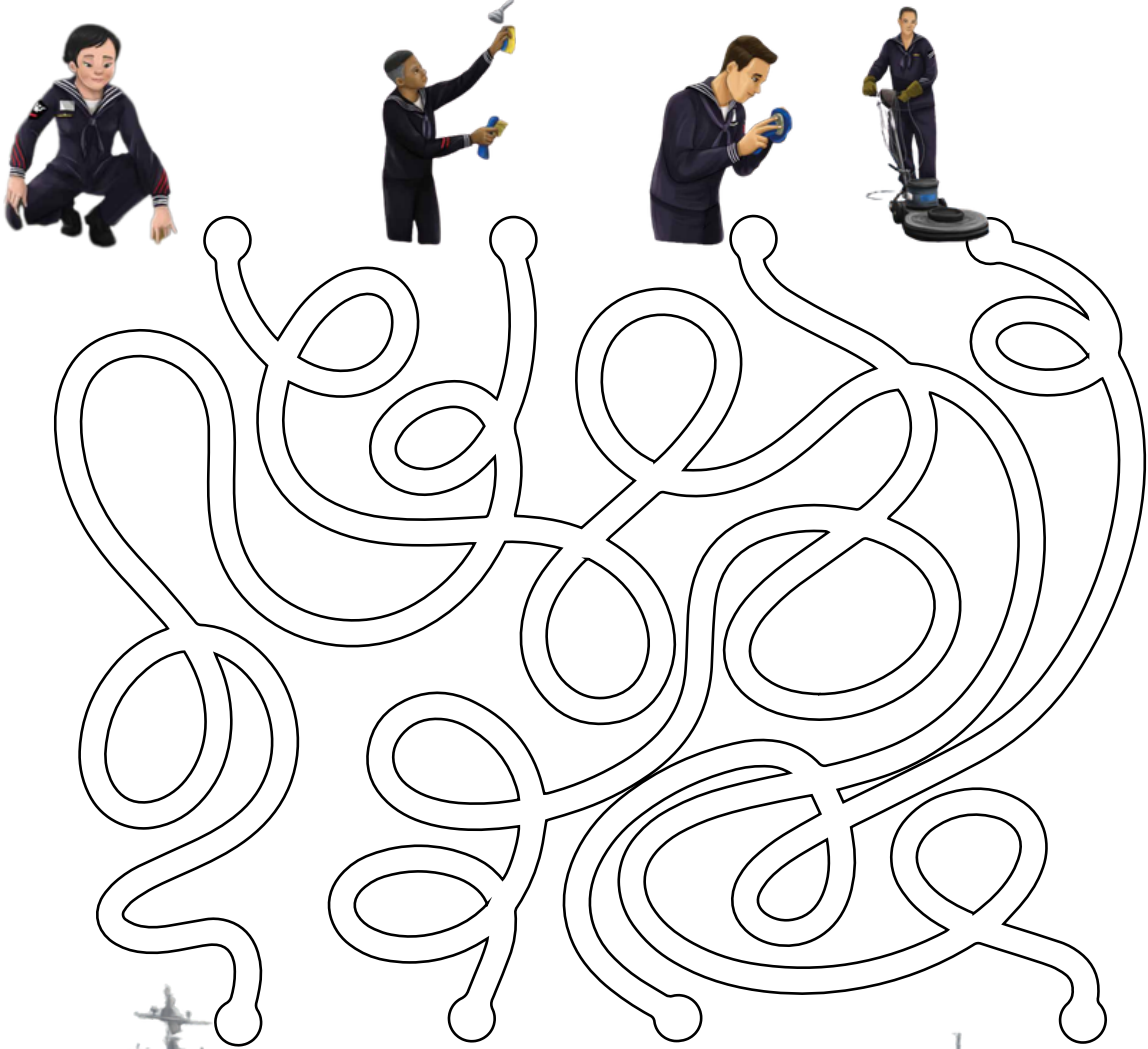
helps others





# Be On Time!

Instructions: Draw a line and help the shipmates get to land on time.  
Can you get all 4 Shipmates to land on time?



# *Andy the Admiral and the USS Shipshape*



This week, we read *Andy the Admiral and the USS Shipshape* by Mark C. Fava.

We learned that great leaders and good friends show kindness, care for others, and are responsible by being on time and ready to help.

### **Table Talk Questions:**

How can we show love and kindness to others at home?

Why is it important to be on time?

What does it mean to be a good leader in our family?

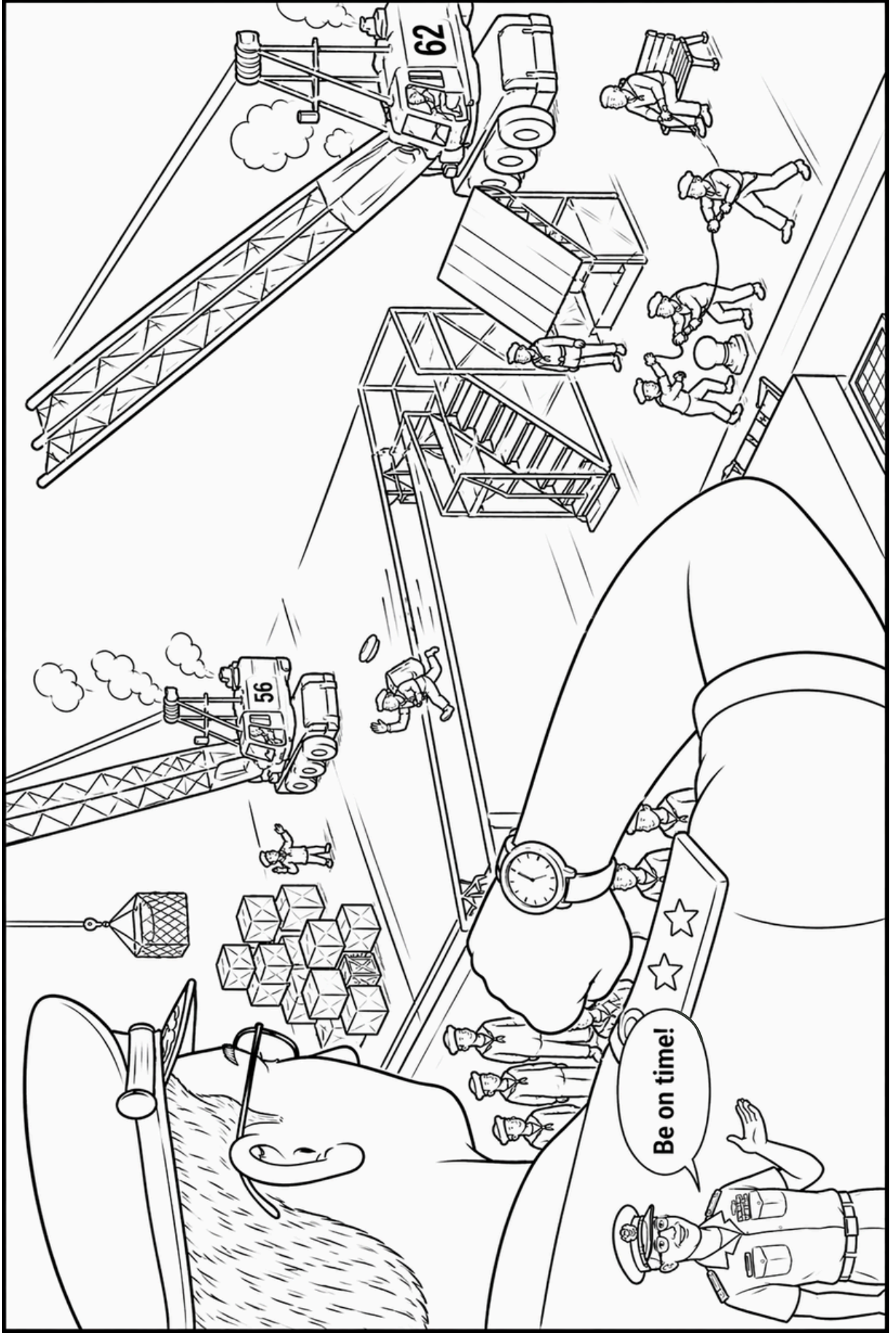
What are some ways we can make sure we are on time and ready?

How does being kind and on time help others?



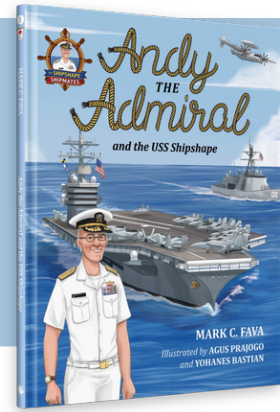
Instructions: Everyone has a job on a ship/at home. What is YOUR job?  
Draw yourself as part of your family crew.

# *Andy the Admiral and the USS Shipshape*



# Andy the Admiral and the USS Shipshape

## Classroom Lesson



### Virtues:

- Keep Your Ship Clean.
- Shipmates Help Each Other.

### Objective:

Students will understand that helping others and taking care of shared spaces shows kindness, responsibility, and teamwork. Students will make connections between the crew's actions on the ship and ways they can help at school, at home, and in their community.

### Read Aloud (15 min)

Reread the two virtue pages that will be focused on in this lesson:

- Keep Your Ship Clean.
- Shipmates Help Each Other.

### Discussion Questions

- How can we keep our classroom clean?
- Why is it important to help each other?

### Activity (10–15 min)

Say: Just like the crew kept their ship clean, we need to do the same in our classroom. Find 5 items to clean up or tidy.

Optional: Have your class walk around the school and clean up garbage on the floors.

- Worksheet 1: From Top to Bottom Coloring Sheet: Students can color this worksheet after they help tidy the classroom.
- Worksheet 2: Helping Others Like Andy the Admiral's Crew!

### Take-Home

Practice keeping our space clean at home and helping each other at home.

### Standards:

CCSS: SL.K.1 / SL.1.1 / SL.2.1: Participate in collaborative conversations

SL.K.2 / SL.1.2 / SL.2.2: Ask and answer questions about a text read aloud

CASEL: Relationship Skills: Working together and helping others

Self-Management: Taking responsibility for actions and tasks

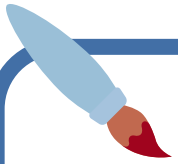


Keep your ship clean!

From top to  
bottom, the crew  
cleans the ship  
every day.  
It is always neat  
and tidy when  
we get  
underway.



# Helping others like Andy the Admiral's crew does!



Instructions: Draw a picture of you helping someone.  
This could be at home, at school, or in the community.



# *Andy the Admiral and the USS Shipshape*



This week, we re-read parts of *Andy the Admiral and the USS Shipshape* by Mark C. Fava.

We learned that good shipmates help each other and take care of their space. Just like the crew on the ship, we practiced keeping our classroom clean and finding ways to help others at school and at home.

### **Table Talk Questions:**

How can we help others at home?

What does it mean to be a good shipmate in our family?

Why is it important to keep our spaces clean?

What are some ways you helped someone this week?

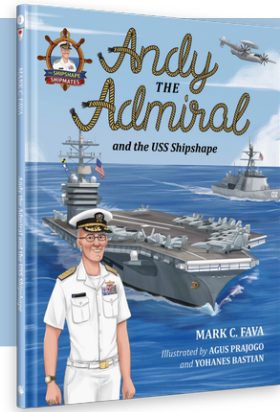
How does it feel when someone helps you?



Instructions: Keep your bedroom clean. Write or draw three ways you'll keep your bedroom clean this week.

# Andy the Admiral and the USS Shipshape

## Classroom Lesson



### Virtues:

- Think ahead.
- Don't be afraid to ask for help.

### Objective:

Students will learn how to think ahead before starting a task and feel confident asking for help when they need it. They will practice using these skills to solve problems and work together as a team.

### Read Aloud (15 min)

Reread the two virtue pages that will be focused on in this lesson:

- Think ahead.
- Don't be afraid to ask for help.

### Discussion Questions

- Why is it important to think ahead before you start something?
- What might happen if we don't plan ahead?
- When is a time you needed help but didn't ask for it?
- Why is it okay to ask for help?
- How can asking for help make a job easier or safer?

### Activity (10–15 min)

- Worksheet 1: Chart the Course, Shipmate! (Maze)

Say: Before the crew starts their journey, they think ahead and plan their route. Let's practice thinking ahead by solving this maze.

- Worksheet 2: Spot the Differences! (Teamwork)

Say: Great shipmates work together and ask for help when they need it. Let's work together to find the differences.

### Take-Home

Practice thinking ahead and asking for help at home.

### Standards:

CCSS: SL.K.1 / SL.1.1 / SL.2.1: Participate in collaborative conversations

CASEL: Relationship Skills: Asking for help and working with others

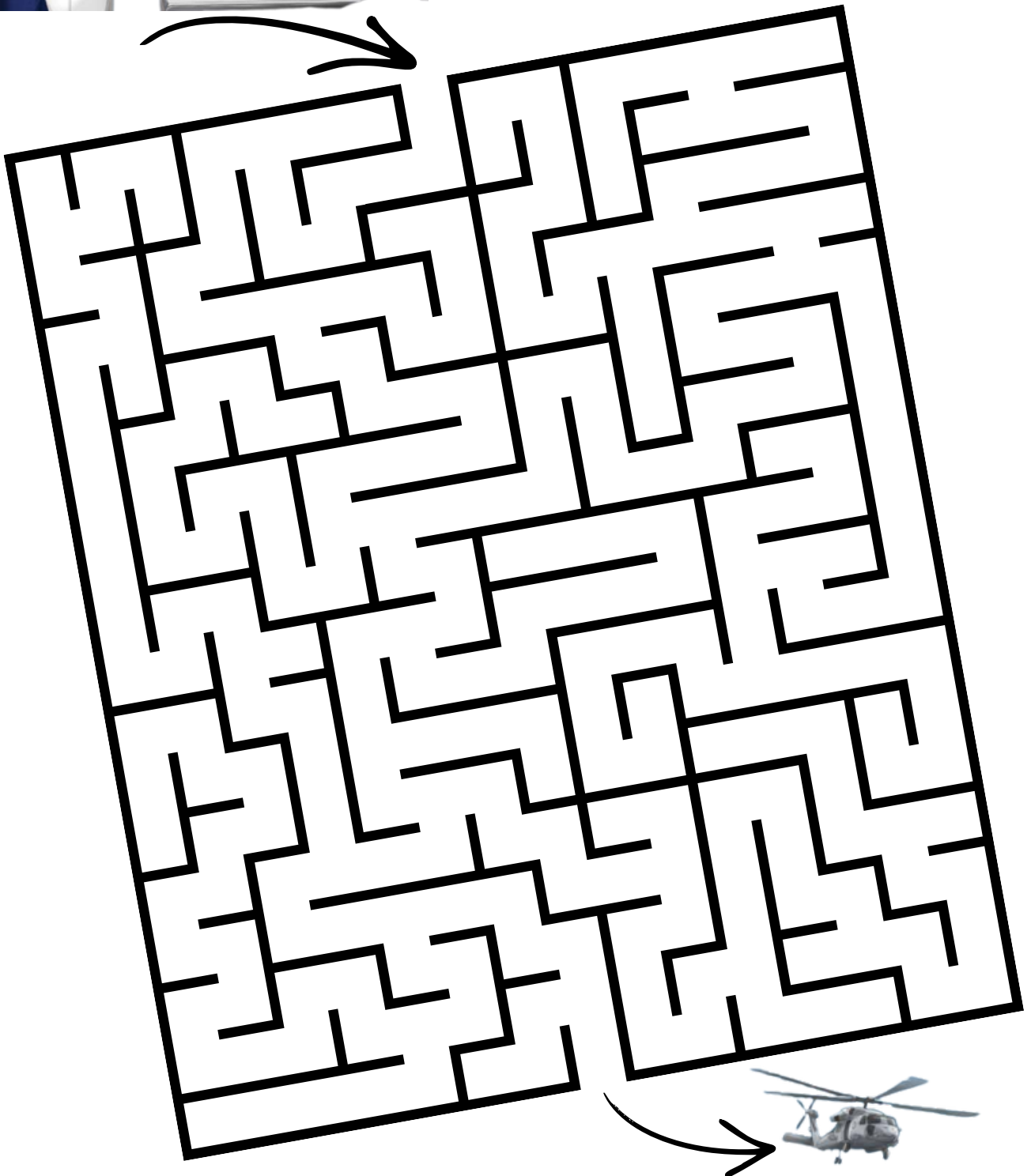
Self-Management: Planning ahead and making thoughtful decisions



# Chart the Course, Shipmate!



Instructions: Great leaders think ahead! Help Andy and his crew think ahead and find the best path through the maze. Use your eyes to plan your route before you begin. Can you guide the crew safely from start to finish without getting stuck?

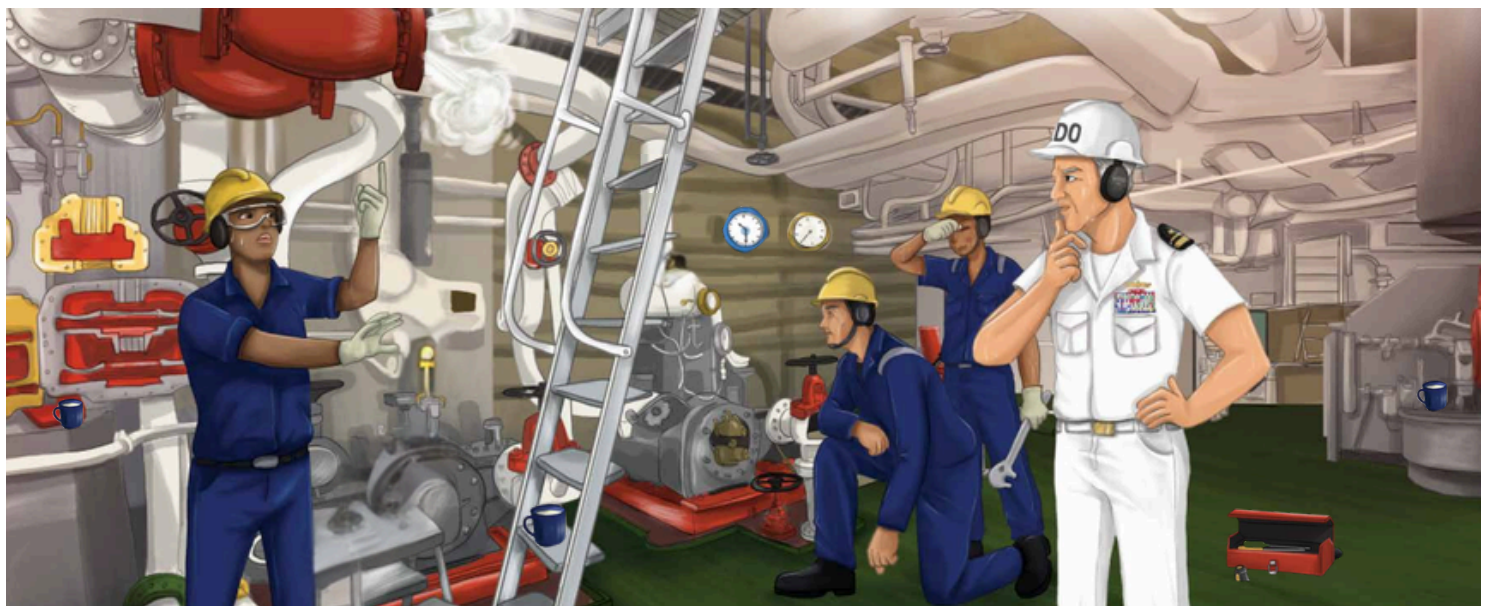


# Teamwork on Deck: Spot the Differences!

Instructions: Great shipmates, pay attention and work together! Look closely at both pictures and find all 10 differences. Take your time, think carefully, and ask for help if you need it.



## Don't be afraid to ask for help!



Key: 3 new coffee cups, 1 new toolbox, 1 new clock, 1 missing cat, 2 missing valve wheels, 1 new pressure gauge, and 1 missing pressure gauge.

# *Andy the Admiral and the USS Shipshape*



This week, we read *Andy the Admiral and the USS Shipshape* by Mark C. Fava.

We learned that good shipmates think ahead and ask for help when needed. Just like the crew on the ship, we practiced planning ahead and working together to solve problems.

### **Table Talk Questions:**

How can you think ahead at home?

What is something you can plan for before starting a task?

When is a time you needed help? Did you ask for it?

Why is it important to ask for help when something feels hard?

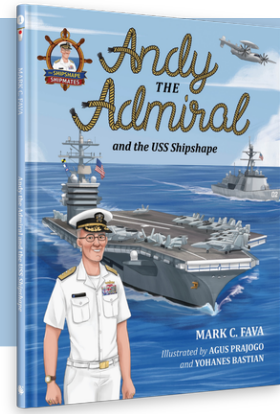
How can our family help each other solve problems together?



Instructions: What do you need for school tomorrow? Draw or write your plan. Get everything ready, including your outfit, the night before. In the morning, share with your parents if planning ahead helped you.

# Lesson 4

## Andy the Admiral and the USS Shipshape Classroom Lesson



### Virtues:

- Be polite and always say “please.”
- Be an Honest Sailor.

### Objective:

Students will understand that using polite words and being honest helps build trust, kindness, and strong relationships with others.

### Read Aloud (15 min)

Reread the two virtue pages that will be focused on in this lesson:

- Be polite and always say “please.”
- Be an Honest Sailor.

### Discussion Questions

- Why is it important to say “please”?
- How does it make others feel when we use kind words?
- What does it mean to be honest?
- Who wasn’t being honest on the USS Shipshape?
- Why is telling the truth important, even when it’s hard?
- How can being polite and honest help others?

### Activity (10–15 min)

- Worksheet 1: Saying Please Tracker!
- Worksheet 2: What Would a Good Shipmate/Classmate Do?

### Take-Home

Practice using the word “please” and telling the truth at home.

### Standards:

CCSS: SL.K.1 / SL.1.1 / SL.2.1 – Participate in collaborative conversations

CASEL: Relationship Skills, Self-Management



# Saying Please Tracker!

Instructions: Say "please" to earn a ship's wheel! Each time your teacher hears it, you'll add one to the chart.  
How quickly can your class fill the whole page?



Be polite and always say, "please!"





# What would a Good Shipmate/Classmate Do?

Instructions: Read each situation. Write or draw what an honest shipmate would do.

You spilled something and no one saw.

You forgot to do your homework.

You broke your classmate's pencil sharpener.

You lost a library book.

Your teacher gave you a reward for reading minutes, but you didn't read that much.

# *Andy the Admiral and the USS Shipshape*



This week, we read *Andy the Admiral and the USS Shipshape* by Mark C. Fava.

We learned that good shipmates use kind words like “please” and are honest, even when it’s hard. Being polite and telling the truth helps us build trust and show respect to others.

## **Table Talk Questions:**

When do you use the word “please” at home?

How does it make our family feel when we use kind words?

What does it look like to be honest at home?

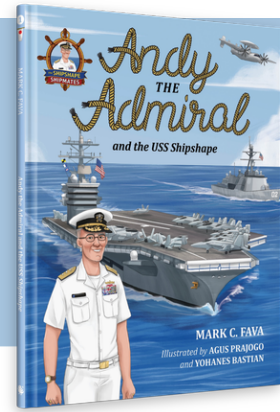
When might it feel hard to tell the truth at home?

How can we help each other remember to use kind words and be honest?



Instructions: Use the word “please” at least 3 times during dinner or while you are out. Draw a picture of yourself using “please.”

# Andy the Admiral and the USS Shipshape Classroom Lesson



## Virtues:

- Always tell the truth.
- Work hard and try your best every day.

## Objective:

Students will understand that being honest and working hard helps build trust, responsibility, and strong character.

## Read Aloud (15 min)

Reread the two virtue pages that will be focused on in this lesson:

- Always tell the truth.
- Work hard and try your best every day.

## Discussion Questions

- What happened when the cord was broken?
- Who broke the cord?
- Did anyone look guilty or like they were not telling the truth?
- What does it look like to try your best?
- Why is it important to keep trying, even when something is difficult?

## Activity (10–15 min)

- Worksheet 1: Honest Heart
- Worksheet 2: Work Hard to Tie a Square Knot/Reef Knot

## Take-Home

Practice telling the truth and trying your best at home.

## Standards:

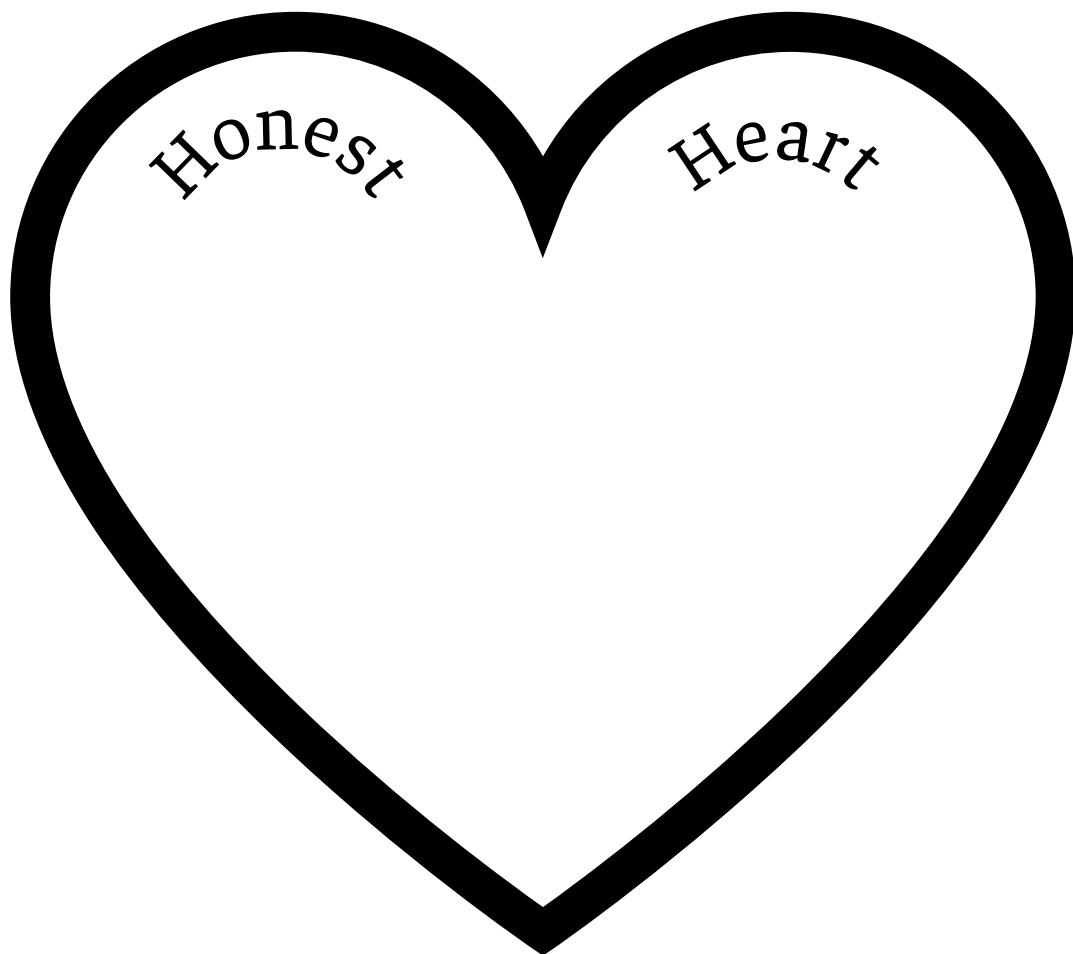
CCSS: SL.K.1 / SL.1.1 / SL.2.1 – Participate in collaborative conversations

CASEL: Relationship Skills, Self-Management



A true course needs  
an honest heart.  
Lies are not good  
and drive us apart.

Instructions: An honest heart keeps the ship on the right course.  
Draw yourself inside the heart being an honest shipmate.



# Work Hard to Tie a Square Knot/Reef Knot

## How to Tie a Square Knot (Reef Knot)

A square knot, also called a reef knot, is used to tie two ends of a rope together. It is a useful knot sailors use to keep things secure and shipshape. Just like on a ship, this activity reminds us to work hard and do our best.

### Supplies Needed:

- Yarn, string, or rope (one piece per student)
- Optional: two different colors tied together to help students see each side

### Step-by-Step Directions:

1. Hold one end of the rope in each hand.
2. Think of one side as your “right rope” and one as your “left rope.”
3. Right over left.
4. Cross the right rope over the left rope and tuck it under. Pull it snug to keep things shipshape.
5. Left over right.
6. Now take the left rope, cross it over the right rope, and tuck it under.
7. Pull tight.
8. Gently pull both ends to tighten your knot and secure it like a true shipmate.

### Helpful Tip:

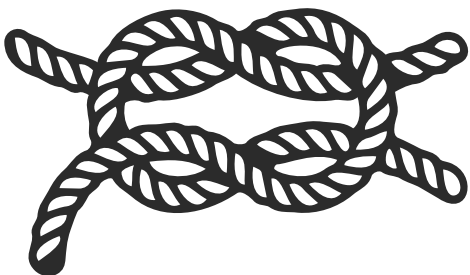
Remember: Right over left, left over right makes a square knot, also called a reef knot, just right.

### Educator Tip:

Educators can find a simple video online to help demonstrate how to tie a square knot, also called a reef knot, for students.

### Tie-In to the Virtue:

Learning to tie a square knot, also called a reef knot, might feel tricky at first, and that is okay. Even sailors have to practice to keep their ship running smoothly. Keep trying, stay patient, and do your best. That is how you become a strong and steady shipmate.



Work hard and  
do your best!

# *Andy the Admiral and the USS Shipshape*



This week, we read *Andy the Admiral and the USS Shipshape* by Mark C. Fava.

We learned that good shipmates always tell the truth and work hard to do their best every day. Even when something is difficult or we make a mistake, being honest and trying again helps us grow and builds trust with others.

### **Table Talk Questions:**

When is a time you worked really hard at something?

How did it feel to try your best?

What does it look like to tell the truth at home?

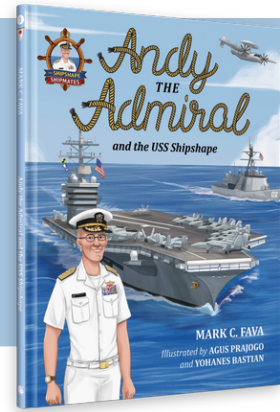
When might it feel hard to be honest?

How can our family encourage each other to keep trying and tell the truth?



Instructions: Use the letters in "**USS Shipmate**" to make as many words as you can.

# Andy the Admiral and the USS Shipshape Classroom Lesson



## Virtues:

- Keep your word.
- Always say “thank you!”

## Objective:

Students will understand that using polite words and being honest helps build trust, kindness, and strong relationships with others.

## Read Aloud (15 min)

Reread the two virtue pages that will be focused on in this lesson:

- Keep your word.
- Always say “thank you!”

## Discussion Questions

- When do you say “thank you”?
- Why is it important to show gratitude?
- How does it make others feel when you say “thank you”?
- What are different ways you can show appreciation besides saying “thank you”?
- How can keeping your word and showing gratitude make you a good friend or shipmate?

## Activity (10–15 min)

- Worksheet 1: Telephone Game: Keep Your Word!
- Worksheet 2: Thank You, Shipmate!

## Take-Home

Practice using the words “thank you” and working hard at home.

## Standards:

CCSS: SL.K.1 / SL.1.1 / SL.2.1 Participate in collaborative conversations with peers and adults

SL.K.2 / SL.1.2 / SL.2.2 Ask and answer questions about a text read aloud

CASEL: Self-Management Showing self-control, persistence, and responsibility



# Telephone Game

Instructions: Cut out the sentences and choose one to start. Sit in a circle. Whisper the sentence to the next person. Each student whispers it once. The last student says it out loud.

Did the message stay the same? Talk about how good shipmates keep their word by listening carefully and sharing messages clearly. Try again with a new sentence!

Andy the Admiral always tells the truth.



The crew of the USS Shipshape works hard every day.



Good shipmates help each other and keep their word.



The USS Shipshape stays clean from top to bottom.



Andy the Admiral leads with love and light.



The crew thinks ahead before starting a task.



Honest sailors tell the truth, even when it is hard.



Shipmates say “please” and use kind words.



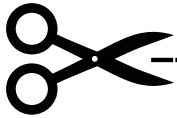
The crew works together to solve problems.



# Thank You, Shipmate!

Good shipmates say "thank you!" Draw or write a thank-you note for someone at your school.

Cut it out and share it with them.



**THANK  
YOU!**

**FROM:** \_\_\_\_\_



# *Andy the Admiral and the USS Shipshape*



This week, we read *Andy the Admiral and the USS Shipshape* by Mark C. Fava.

We learned that good shipmates always say thank you and keep their word. Using kind words shows appreciation, and keeping our promises helps others trust us and work together as a strong crew.

### **Table Talk Questions:**

When can you say “thank you” at home?

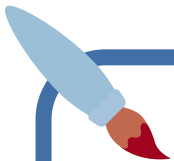
Why is it important to say thank you?

What does it mean to keep your word?

Have you ever made a promise? Did you keep it?

How does it feel when someone keeps their word to you?

How do saying thank you and keeping your word help our family?



Instructions: Make a thank you card/note for someone in your house.







Instructions: Draw a picture of you in the middle of the ship's wheel. Optional:  
Hang up pictures in the classroom of the entire crew.

Bonus: Coloring page

# PRE-ASSESSMENT

STUDENT NAME: \_\_\_\_\_

DATE: \_\_\_\_\_

Directions: Answer the questions below.

1. What does it mean to be a good shipmate or friend? Draw or write your answer.
  
  
  
  
  
  
  
  
  
  
2. What should you do if you make a mistake? Circle one.
  - a. Tell the truth.
  - b. Hide it.
  - c. Blame someone else.
  
  
  
  
  
  
  
  
  
  
3. What does it mean to try your best? Draw or write your answer.
  
  
  
  
  
  
  
  
  
  
4. When do you say “please” or “thank you”? Draw or write your answer.
  
  
  
  
  
  
  
  
  
  
5. What would you do if something is hard? Circle one.
  - a. Give up.
  - b. Keep trying.
  - c. Ask for help.



# POST-ASSESSMENT

STUDENT NAME: \_\_\_\_\_



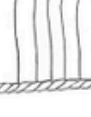
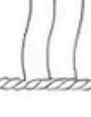





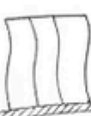



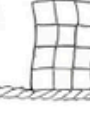
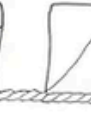
























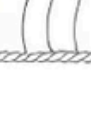





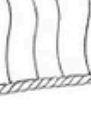

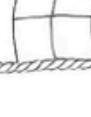




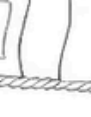





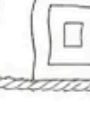




DATE: \_\_\_\_\_

Directions: Answer the questions below.

1. What does it mean to be a good shipmate or friend? Draw or write your answer.
  
  
  
  
  
  
  
  
  
  
2. What should you do if you make a mistake? Circle one.
  - a. Tell the truth.
  - b. Hide it.
  - c. Blame someone else.
  
  
  
  
  
  
  
  
  
  
3. What does it mean to try your best? Draw or write your answer.
  
  
  
  
  
  
  
  
  
  
4. When do you say “please” or “thank you”? Draw or write your answer.
  
  
  
  
  
  
  
  
  
  
5. What would you do if something is hard? Circle one.
  - a. Give up.
  - b. Keep trying.
  - c. Ask for help.

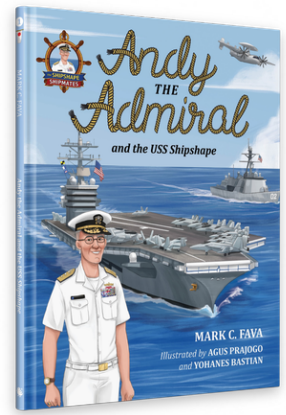


# Color and decorate the flags!

								
<b>A</b> Alpha	<b>B</b> Bravo	<b>C</b> Charlie	<b>D</b> Delta	<b>E</b> Echo	<b>F</b> Foxtrot	<b>G</b> Golf	<b>H</b> Hotel	<b>I</b> India
								
<b>J</b> Joliet	<b>K</b> Kilo	<b>L</b> Lima	<b>M</b> Mike	<b>N</b> November	<b>O</b> Oscar	<b>P</b> Papa	<b>Q</b> Quebec	<b>R</b> Romeo
								
<b>S</b> Sierra	<b>T</b> Tango	<b>U</b> Uniform	<b>V</b> Victor	<b>W</b> Whiskey	<b>X</b> X-ray	<b>Y</b> Yankee	<b>Z</b> Zulu	<b>0</b> Zero
								
<b>1</b> One	<b>2</b> Two	<b>3</b> Three	<b>4</b> Four	<b>5</b> Five	<b>6</b> Six	<b>7</b> Seven	<b>8</b> Eight	<b>9</b> Nine
								
<b>A</b> Alpha	<b>B</b> Bravo	<b>C</b> Charlie	<b>D</b> Delta	<b>E</b> Echo	<b>F</b> Foxtrot	<b>G</b> Golf	<b>H</b> Hotel	<b>I</b> India
								
<b>J</b> Joliet	<b>K</b> Kilo	<b>L</b> Lima	<b>M</b> Mike	<b>N</b> November	<b>O</b> Oscar	<b>P</b> Papa	<b>Q</b> Quebec	<b>R</b> Romeo
								
<b>S</b> Sierra	<b>T</b> Tango	<b>U</b> Uniform	<b>V</b> Victor	<b>W</b> Whiskey	<b>X</b> X-ray	<b>Y</b> Yankee	<b>Z</b> Zulu	<b>0</b> Zero



# Attendance Tracker



	Student Name	Date:	Date:	Date:	Date:	Date:	Date:
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							
16							
17							
18							

# FIND THE EASTER EGG SURPRISES!

## ANDY THE ADMIRAL & THE USS SHIPSHAPE

Look closely at each page and see what you can find.

Some are easy. ★ Some are medium. ★★ Some are a challenge! ★★★

### Lead with Love and Might

★ Can you find the red cardinal on the pier?

★★ What letters do the flags make?

★★★ How would a Sailor say those letters?

ANSWER: DA – Delta Alpha | MCF – Mike Charlie Foxtrot

**Well done, Shipmate!** ⚓



### Be on Time

★ Can you find the Marine standing guard?

★ Can you find the Sailor's dad on the pier?

★★ Captain Mark flew with two Navy squadrons. Can you find their numbers?

ANSWER: 62 and 56

**Well done, Shipmate!** ⚓

### Keep Your Ship Clean

★ On a ship, the bathroom has a special name. What is it called?

ANSWER: The Head

★★ Captain Mark was born in July. Can you find his birthday?

ANSWER: July 21, 1963 (on the ship's bell)

**Well done, Shipmate!** ⚓

### Shipmates Help Each Other

★ Can you find the Navy P-3 Orion airplane?

★ Can you find the submarine's periscope?

★★ Can you find the days Captain Mark's daughters were born?

ANSWER: 28th, 2nd, and 5th

**Well done, Shipmate!** ⚓

### Think Ahead

★ Can you find the submarine's periscope again?

★ Can you find all the dolphins and seagulls?

★★ What do the flags spell?

ANSWER: LAW

★★★ How would a Shipshape Sailor say those letters?

ANSWER: Lima, Alpha, Whiskey

**Well done, Shipmate!** ⚓



Look closely at each page and see what you can find.

Some are easy. ★ Some are medium. ★★ Some are a challenge! ★★★

### Don't Be Afraid to Ask for Help

★ Skipper the black cat snuck aboard! Can you find where he is hiding?

**Well done, Shipmate!** ⚓

### Be Polite and Always Say Please

★ Is the ice cream machine working?

★★ What time is lunch on the USS Shipshape?

ANSWER: 1030

**Well done, Shipmate!** ⚓



### Be an Honest Sailor

★ Where did the Sailor put the candy? Does he need to pay for it?

★★ Captain Mark's daughters have the same middle name. What are their initials?

ANSWER: BGF, DGF, HGF

★★★ What letter do their middle names begin with?

ANSWER: G

**Well done, Shipmate!** ⚓

### Always Tell the Truth

★ Captain Mark's last name begins with F. Can you find it?

ANSWER: Fava

★★ Ms. Dee had a different last name before she was married. Can you guess what it was?

ANSWER: North

**Well done, Shipmate!** ⚓

### Work Hard and Do Your Best Every Day

★ Can you find the vulture watching from above?

★ Can you find the jets' tailhooks?

**Well done, Shipmate!** ⚓

### Keep Your Word

★ Can you find all three American flags?

★★ Where does Andy the Admiral keep his book "Lessons from the Admiral"?

**Well done, Shipmate!** ⚓

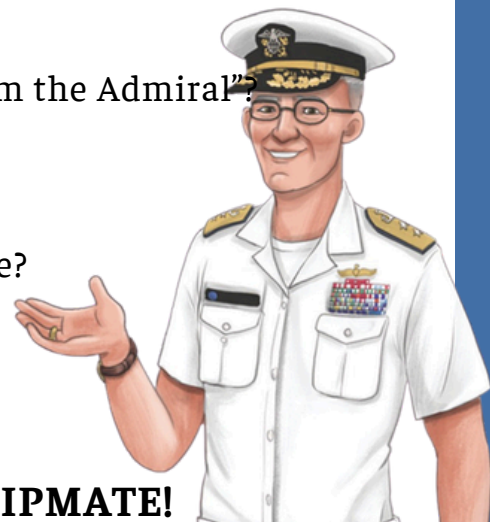
### Always Say Thank You

★ Can you find the baby meeting their parent for the first time?

★★ In the Navy, two letters mean "Good job." What are they?

ANSWER: BZ – Bravo Zulu

**Well done, Shipmate!** ⚓



**CONGRATULATIONS YOU'RE A SHIPSHAPE SHIPMATE!**