

Advisor Name(s) \_\_\_\_\_ Monica Lochrie \_\_\_\_\_ CTSO Program: FCCLA \_\_\_\_\_ Location \_\_\_\_\_ Jackson HS \_\_\_\_\_

## Career & Technical Education Student Organization – 2010-11

### STUDENT LEADERSHIP – PROGRAM OF WORK

Each Career & Technical Education Student Organization advisor is required to file a Student Leadership Program of Work on or before **October 1, 2010**. The Program of Work will be developed and signed by Student Leadership officers and advisors. This Program of Work should include the following information:

Career & Technical Education Student Organization STUDENT LEADERSHIP – PROGRAM OF WORK				
Major Category	Start Date	Completion Date	Advisors Responsibility	Student Responsibility
<b>Leadership – Student officers &amp; training</b> <ul style="list-style-type: none"> <li>Roles &amp; responsibilities               <ul style="list-style-type: none"> <li>Activities for Leadership growth</li> </ul> </li> <li>Meeting dates</li> <li>Membership – plan to recruit and retain members (promotional activities)</li> </ul>	9/9/10	6/25/11	<b>Meetings-</b> Keep students on task Provide supervision for activities and meeting Meet with officers before weekly club meetings to write agenda <b>Recruit and Retain-</b> Attend 8 <sup>th</sup> grade parent night Promote in classes Recruit former students Plan Regional Leadership Meeting <b>Leadership-</b> Prepare field trip forms for officer training and Leadership conference	<b>Meetings-</b> Officers attend Wednesday meetings Members and Officers- attend Thursday meetings <b>Recruit and Retain-</b> Send invitations to join club Attend 8 <sup>th</sup> grade parent night Recognition to club members who participate in activities Posters Morning announcements Club parties <b>Leadership-</b> Get signed permission slips Attend Fall Regional Leadership Meeting Plan and carryout community service projects
	Sept 28-29, Oct. 12			
				Paper, printer, computer, van for travel, substitute, cost of Leadership overnight camp (\$89) cost of Fall Regional Leadership meeting (\$40) cost of membership (\$30)

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Educational Activities i.e., field trips, guest speakers, trade shows	9/8/10	6/25/11	Drive students to regional meetings	Student presentations at regional meetings, in classes, and at JHS events	Paper, Time, gas money for van, professional speakers, cost of conferences
	10/12/10 2/22/11 3/28/11 7/5/11		Provide supervision Fill out field trip forms Coordinate with guest speakers Coordinate with other regional advisors	Former members and STAR event winners talk at meeting and conferences Attend conferences Schedule community Speakers-Housing Hope, ECEAP, Cedar Cross Co-op, Officer Steve Food Handler Permits	
Social/Recreational i.e., host another chapter social, community events	9/8/10  October February  December	6/25/11	Provide supervision Remind students of meetings Drive district van Complete field trip paper work	Create club tie dye t-shirts Work together for events like Oktoberfest Bowling party Cookie Exchange party Ice skating Get field trip paper work signed	T shirts, candy, kitchens, cookie dough, cost of bowling

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<b>Community Service</b> i.e., inventory for local merchant, canned food drive, adopt a community organization, service projects	9/8/10	6/25/11	Store mittens and candy Supervise students at events Advertise in classes Keep contact with organizations	Oktoberfest collect supplies, run booth and set up activities Mitten drive for EC AEP collect mittens, advertise, deliver Valentines and Holiday cards for seniors at Merrill Gardens, make, deliver, spend time there Teach about Muscular Dystrophy, collect donations Housing Hope tutoring and babysitting Bake cookies for staff and appreciation cards, Food Handlers permits, bake, deliver Free babysitting for ECAEP parent nights Henry the Giving Snowman Campus Cleaning Adopt a Family	Candy, boxes, paper, pens, cookie ingredients, kitchens, people to volunteer, permission slips, food, time
<b>Competitive Events</b> i.e., Local, Sub-District, District, Regional, State, Nationals	9/14/10	7/10/11	<b>FCCLA STAR events regional, state, and national</b> Drive students Supervise students Oversee projects Send in registration Field trip forms	<b>FCCLA STAR events regional and state-</b> Complete projects Work on them at home and after school with Ms. Lochrie Compete at regionals (3 projects) Judge at regional if not completing a project Compete at state (at least one), bring students to judge at state (3)	Money (\$350 state), van, projects, time, Nationals (\$2000)

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				Compete at nationals (at least one team), bring students to judge (3)	
<b>Ways and Means</b> i.e., How Program of Work will be funded (Fund Raisers)	9/15/09	6/15/10	Over see projects Remind students to pay dues Send dues to nationals Attend parent's night out	Chapter dues Advertise, plan, and attend parent's night out Car wash Cocoa/cider sales Sweatshirts Bake sale	Money, gym, car wash supplies, baked goods, cocoa, cups.
<b>Other</b> i.e., Membership, Recognition of Accomplishments	9/15/09	6/15/10	Oversee activities Remind students to give recognition Recognize students in club, in class, and at school Make certificates for students	Keep track of participating members Make certificates Make big posters for school Bring donuts to meeting Order pins from nationals Letter on jacket Recognize regional winners at school assembly Post accomplishments on JHS website	Paper, pen, computer, printer, paint, email, time, money for pins

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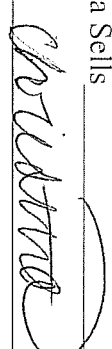
Major Category	Start Date	Completion Date	Advisors Responsibility	Student Responsibility	Cost and or Resources Needed
End of School Year Final Interview/report from students on the Program of Work	9/1/09	6/15/10	Oversee meetings Go over program of work	Morning announcements Take pictures Post on FCCLA wall in classroom  G over officer and club meetings with current officers and members and officers for next year	

Additionally, each CTSO advisor will report their activities by 12/30/10, 4/4/11, 6/3/11. These reports will include progress on the Student Leadership Program of Work as well as other student advisory activities..

Advisor Name(s): \_Monica Lochrie

Advisor Signature(s) & Date:  10/7/10

CTSO President Name: \_Christina Sells

CTSO President's Signature & Date:  10/7/10