



Advisor Name(s): Galli CTSO Program: DECA Location: Cascade High School

Career & Technical Education Student Organization – 2010-2011

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	Event / Activity	Start Date	Completion Date	Advisors Responsibility	Student Responsibility	Cost and or Resources Needed
Leadership – Student officers & training <ul style="list-style-type: none">Roles & responsibilities<ul style="list-style-type: none">Activities for Leadership growthMeeting datesMembership – plan to recruit and retain members (promotional activities)	DECA Officers Kickoff	08/26/2010	08/26/2010	prepare agenda, order snacks	develop program of work, work on membership advertising	paper, food (DECA \$)
	Freshman Orientation	08/31/2010	08/31/2010	supervision of students	pass out promotional materials, talk to students	paper, media station, DECA pencils (DECA \$)
	DECA Meetings	09/01/2010	09/01/2010	send out reminders, work with officers to form agenda, supervise students (average 2 -3 meetings a month on Tuesdays)	address agenda items, complete tasks for upcoming events, address agenda items, plan upcoming events, complete tasks for upcoming events	paper, DECA pencils (DECA \$)
	DECA Officer Meetings	09/01/2010	09/01/2010	send out reminders, work with officers to form agenda, supervise students (average 2 -3 meetings a month on Tuesdays)	address agenda items, plan upcoming events, complete tasks for upcoming events	NA
	State Parent Meeting	Feb 2011	Feb 2011	prepare agenda, complete information packet	NA	NA
Competition Practices	Nov 2010	Nov 2010	TBD	TBD	NA	



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	Freshman Visitation	Mar 2011	Mar 2011	complete paperwork, organize schedule, plan other activities	provide tours	NA promotional items
Educational Activities i.e., field trips, guest speakers, trade shows	Advisory Kick Off	10/11/2010	10/11/2010	complete paperwork, supervise students	set up, pass out materials, greet advisory members	NA
	"Get a Job" Workshop	Nov 2010	Nov 2010	complete paperwork, assist students with activity coordination, supervise students	assist in planning event, participate in event	paper, library
	Boeing Field Trip	Dec 2010	Dec 2010	complete paperwork, supervise students	participate in a tour of the facility and learn more about the publishing industry.	transportation, classroom coverage
	DECA Mariners Night	May 2011	May 2011	complete paperwork, supervise students	participate in career discussion	transportation, classroom coverage

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Social/Recreational i.e., host another chapter social, community events	DECA Parent Night	09/14/2010	09/14/2010	create letter to send to parent, run event	promotions	NA
	Leadership Camp	09/25/2010	09/25/2010	complete paperwork, plan activities, supervise and coordinate students	participate in all camp activities	approx. \$250 for food and prizes (students paid \$30.00 to participate) (DECA \$), transportation
	Staff Breakfast	10/15/2010	10/15/2010	obtain and organize materials, supervise students	assist in planning event, participate in event	paper, markers (DECA \$)
	Hallway Theme Decorating	Nov 2010	Nov 2010	obtain and organize materials, supervise students	create items with members names on them, hang items in the 400 building	Paper, glitter, markers (DECA \$)
	DECA Induction Ceremony	11/09/2010	11/09/10	complete paperwork, supervise students	attend event	NA
	Advisory Tours	11/17/2010	11/17/2010	complete paperwork, organize schedule, plan other activities	provide tours	promotional items
	Ice Skating Night	12/09/2010	12/09/2010	complete paperwork, supervise students	execute event, promotions	NA
	Bowling Night	02/24/2011	02/24/2011	complete paperwork, supervise students	execute event, promotions	NA
	Roller Skating Night	04/14/2010	04/14/2011	supervise students, complete paperwork	execute event, promotions	NA
	End of the Year Officer Dinner	June 2011	June 2011	supervise students, complete paperwork	contact restaurants, invite execute event, promotions members	TBD per person paid



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Community Service i.e., inventory for local merchant, canned food drive, adopt a community organization, service projects						by the students
	Elementary Ball	10/09/2010	10/09/2010	complete paperwork, supervise students	execute event, promotions, sell tickets	NA
	Safeway Breast Cancer Event	Oct 2010	Oct 2010	complete paperwork, supervise students	participate in a variety of activities to raise funds for Breast Cancer	NA
	Funfest	10/30/2010	10/30/2010	complete paperwork, collect candy	run the activity	decoration supplies, candy
	MDA Event	TBD	TBD	TBD	TBD	NA
	Safeway Takeover	11/13/2010	11/13/2010	contact Safeway, complete paperwork, plan activities, supervise and coordinate students	participate in job shadowing a variety of departments	breakfast items
	Spring Egg	Apr 2011	Apr 2011	complete paperwork, collect	run the activity	



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	Hunt			candy		decoration supplies, candy
Competitive Events i.e., Local, Sub-District, District, Regional, State, Nationals	Area 1 Competition Kick Off	11/02/2010	11/02/2010	invite students, prepare materials, instruct students	attend event	NA
	Competition Practice Night	01/06/2010	01/06/2010	invite students, prepare materials, obtain judges, instruct students	attend event	Snacks for judges
	Area 1 Competition	01/12/2011	01/12/2011	complete paperwork, register students, manage event, coordinate judges, supervise students	attend competition practices, study event, compete	registration, transportation, classroom coverage
	State Competition	03/03/2011	03/05/2011	complete paperwork, register students, manage event, meet with parents, supervise students	competition practices, study event, compete	registration, housing, meals, transportation, classroom coverage
	National Competition	04/29/2011	05/04/2011	complete paperwork, register students, manage event, meet with parents, supervise students	attend competition practices, study event, compete	registration, housing, meals, transportation, classroom coverage

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Ways and Means i.e., How Program of Work will be funded (Fund Raisers)	Football Game Spirit Sales	Sept 2010	Nov 2010	supervise students, arrange cash box pick up and return	sell to individuals attending the game	spirit items
	Staff Apparel	Oct 2010	Oct 2010	design items, order form, obtain samples	NA	NA
	AppleBee's	09/01/2010	06/03/2011	copy flyers, assure funds transfer	contact restaurant to set up dates, promotional posters distribute flyers	NA
	Jamba Juice	09/01/2010	06/01/2011	funds, supervise students copy flyers, assure funds transfer	contact restaurant to set up dates, promotions, distribute flyers	NA
	See's Candy	Mar 2011	Mar 2011	complete paperwork, organize sales and materials, account for funds	promote sales, sell products, collect and turn in money	See's candy products
	Senior/Staff Basketball Game	06/03/2011	6/03/2011	complete paperwork, organize event, account for funds, supervise students	execute event, promotions, sell tickets	Paper (DECA \$)
Other i.e., Membership, Recognition of Accomplishments	Honor Cords	May 2011	May 2011	order items, nominate candidates, organize voting process	complete application	DECA \$
	Officer Awards	June 2011	June 2011	order certificates, complete certificates, obtain appropriate signatures	NA	Paper (DECA \$)

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End of School Year Final Interview/report from students on the Program of Work						

Advisor Name(s): Jodi L. Galli

Advisor Signature(s) & Date:

CTSO President Name: Riley Power

CTSO President's Signature & Date: 