

Advisor Name(s): Andrew Sevald & Kimberly Griggs CTSO Program: TSA-Science Research Location: Jackson High School

Career & Technical Education Student Organization (2012-2013)

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 26, 2012**. 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 • Roles & responsibilities ▪ Activities for Leadership growth • Meeting dates • Membership – plan to recruit and retain members (promotional activities)	Research officers meeting	1/22/13	1-22-13	Prepare agenda	Develop program of work	Copies
	Fair committee meeting	1/29/13	5/29/13	Organize Committees	Create a Timeline/Determine Committee chair and action items.	Moodle, Computers
	Weekly research officer meetings	Every Tues. after school	Ongoing	Send out reminders, develop agenda, supervision	Address agenda items, plan upcoming events, complete tasks for upcoming events.	Paper, Food
	Research Meetings	1 st and 3 rd Tues. of every month	Ongoing	Send out reminders, work with officers to develop agenda.	Address agenda items, complete tasks for upcoming events	Paper, Food



**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
Social/Recreational i.e., host another chapter social, community events	Host District STEM Elementary research fair	1/29/13	5/29/13	Coordinate Committees	Plan & execute the fair in its entirety	High School Annex, Tables, Chairs,
	Assist Robotics and TSA with local competitions	2-2-13	6/13/13	Provide schedule of events in the district	Determine district events in need of assistance and contact those about the possibility of helping.	N/A
Community Service i.e., inventory for local merchant, canned food drive, adopt a community organization, service projects	Mentor elementary teachers and students on research project development	1/29/13	5/29/13	Connect student with elementary teachers/students Develop and manage discussion board for communications Arrange and host research poster building night at high school	Mentor elementary research projects, respond to questions on discussion board and attend and assist the board building night.	Tri-Fold Boards, Paper, Glue, Construction Paper, Copies, Printers, Computers.

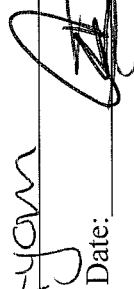
Career & Technical Education Student Organization STUDENT LEADERSHIP – PROGRAM OF WORK						
Major Category	Event / Activity	Start Date	Completion Date	Advisors Responsibility	Student Responsibility	Cost and or Resources Needed
End of School Year Final Interview/report from students on the Program of Work						

Additionally, each CTSO advisor will report their activities by **December 7, 2012, March 8, 2013 and June 14, 2013**. These reports will include progress on the Student Leadership Program of Work as well as other student advisory activities..

Advisor Name(s): Andrew Sevald & Kimberly Griggs

Andrew Sevald & Kimberly Griggs
 Advisor Signature(s) & Date: Andrew Sevald 2-8-13 Kimberly Griggs 2-7-13

CTSO President Name: Antyom

CTSO President's Signature & Date:  2-8-13 Antyom 2-8-13