



Location: Jackson HS

Each Career & Technical Education Student Organization advisor is required to file a Student Leadership Program of Work on or before **October 31, 2014**. The Program of Work will be developed and signed by Student Leadership officers and advisors. This Program of Work should include the following information:

[illegible]



**Career & Technical Education Student Organization
STUDENT LEADERSHIP – PROGRAM OF WORK**

Major Category	Start Date	Completion Date	Advisors Responsibility	Student Responsibility	Cost and or Resources Needed
				service projects	
Educational Activities i.e., field trips, guest speakers, trade shows	9/7/14	6/25/15	Drive students to regional meetings Provide supervision Fill out field trip forms Coordinate with guest speakers Coordinate with other regional advisors Presentation in classes	Former members and STAR event winners talk at meeting and conferences Attend conferences Reality Fair	Paper, Time, gas money for van, cost of conferences



**Career & Technical Education Student Organization
STUDENT LEADERSHIP – PROGRAM OF WORK**

Major Category	Start Date	Completion Date	Advisors Responsibility	Student Responsibility	Cost and or Resources Needed
Social/Recreational i.e., host another chapter social, community events	9/7/14 October February December	6/25/15	Provide supervision Remind students of meetings Drive district van Complete field trip paper work PO and shopping	Create club t-shirts Work together for events like Oktoberfest Dessert Exchange party Bake Cookies Get field trip paper work signed Movie and Snacks	T shirts \$5, candy, kitchens, cookie dough, snacks
Community Service i.e., inventory for local merchant, canned food drive, adopt a community organization, service projects, Prom dress exchange	9/7/14	6/25/15	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 ECAEP collect mittens, advertise, deliver Valentines and Holiday cards for seniors at Merrill Gardens, make, deliver, day field trip Housing Hope supply drive Bake desserts for staff and appreciation cards, bake, deliver Free babysitting for ECAEP parent nights and Compassionate Schools programs Campus Cleaning Cocoon House donations drive	Candy, boxes, paper, pens, cookie ingredients, kitchens, people to volunteer, permission slips, food, time, clothes, craft supplies



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Competitive Events i.e., Local, Sub-District, District, Regional, State, Nationals	9/14/14	7/10/15	FCCLA STAR events regional, state, and national Drive students Supervise students Oversee projects Send in registration Field trip forms	FCCLA STAR events regional and state- 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 two), bring students to judge at state (1) Compete at nationals (at least two teams), bring students to judge (1)	Money (\$15 regionals, \$350 state), van, projects, time, Nationals (\$2000)
Ways and Means i.e., How Program of Work will be funded (Fund Raisers)	9/15/14	6/15/15	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 Sweatshirts/T-Shirts Dues drive	Money, gym, baked goods, tshirts



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Other i.e., Membership, Recognition of Accomplishments	9/15/14	6/15/15	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 Post accomplishments on JHS website Bi-weekly email of participants Morning announcements Take pictures Post on FCCLA wall in classroom Yearbook Officer elections	Paper, pen, computer, printer, paint, email, time, money for pins, door prizes, order plaque, make new certificates from regional
End of School Year Final Interview/report from students on the Program of Work	6/1/15	6/15/15	Oversee meetings Go over program of work	Cover officer and club meetings with current officers and members and officers for next year	

Additionally, each CTSO advisor will report their activities by 12/30/13, 4/4/14, 6/3/14. 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: Monica Lochrie 10/13/14

CTSO President Name: Samuel Main _____

CTSO President's Signature & Date: Samuel Main 10/14/14