



Advisor Name(s) **Brush**

CTSO Program: **Marketing/DECA**

Location: **H M Jackson**

Career & Technical Education Student Organization – 2011-2012

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 **September 26, 2011**. 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 growth Meeting dates Membership – plan to recruit and retain members (promotional activities) 	FLC	10-23-11	10-25-11	Promote and attend, Student supervision	Attend	
	Western Regionals	11-9-11	11-12-11	Promote and attend, Student supervision	Attend	
	Meeting	9-12-11	5-14-11	Attend and lead, Student supervision	Attend and lead/bring ideas	
	Leadership Camp	March	March	Organize ppwk for camp, student forms, district forms, work with officers to create agenda. Parent meeting. Speakers for camp	Agenda for camp, organize events from agenda	

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
Educational Activities i.e., field trips, guest speakers, trade shows	Pro-sports day	TBA	TBA	Complete district ppwk for fieldtrip, attend, Student supervision	Posters and other advertising media	
	Store takeover	TBA	TBA	Student supervision, work stations, agenda	Prepare agenda work station, chain of command	
	Leadership camp	March	March	Organize ppwk for camp, student forms, district forms, work with officers to create agenda. Parent meeting. Speakers for camp	Agenda for camp, organize events from agenda	
	FLC	10-23-11	10-25-11	Promote and attend	Attend	
	Western regionals	11-9-11	11-12-11	Promote and attend	Attend	
Social/Recreational i.e., host another chapter social, community events	Member BBQ	9-21-11	9-21-11	Student supervision Attend, complete ppwk	Promote, attend, set-up, clean up, lead, ppwk	
	Potluck	10-20-11	10-20-11	Student supervision Attend, and speak/educate	Plan, promote	
	Senior Dance	12-6-11	12-6-11	Student supervision Attend, complete ppwk	Plan, organize, attend, help set-up and clean up	
	Pro Sports day	TBA	TBA	Complete district ppwk for fieldtrip, attend, Student supervision	Posters and other advertising media	

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
Community Service i.e., inventory for local merchant, canned food drive, adopt a community organization, service projects	Store Take over	TBA	TBA	Student supervision, work stations, agenda	Prepare agenda work station, chain of command	
	Senior Dance	12-6-11	12-6-11	Student supervision Attend, complete ppwk	Plan, organize, attend, help set-up and clean up	
	Octoberfest	TBA	TBA	Student supervision, collect candy from students in class	Create themed tables for children	
	Thank you card	9-14-11	9-14-11	Advise	Sign and deliver	
	Strides for cancer	10-2-11	10-2-11	Student supervision Attend, complete ppwk	Attend	
Competitive Events i.e., Local, Sub-District, District, Regional, State, Nationals	Practice	11-30-11	11-30-11	Invite students to prepare materials and practice	Attend	
		1-04-12	1-04-12			
	Area	1-11-12	1-11-12	Instruct and prepare students for competition Complete ppwk	Attend and compete	
	State	3-8-12	3-10-12	Complete ppwk, parent meeting	Attend and compete	
	Nationals	4-27-12	5-2-12	Complete ppwk, parent meeting	Attend and compete	
Ways and Means i.e., How Program of Work will be funded (Fund Raisers)	Spirit wear	8-25-11	6-21-12	Student supervision Attend, complete ppwk	Plan, organize, attend, help set-up and clean up	
	Entertainment books	8-25-11	9-20-11	Student supervision Attend, complete ppwk	Posters and other advertising media, attend	
	Providence booth	7-16-11	7-17-11	Student supervision Attend, complete ppwk	Posters and other advertising media, work, attend	
	Providence Posters	6-1-11	6-1-11	Student supervision, complete ppwk	Hang up posters	



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
Other i.e., Membership, Recognition of Accomplishments	BBQ	9-21-11	9-21-11	Student supervision Attend, complete ppwk	Promote, attend, set-up, clean up, lead, ppwk	
	DECA week	10-16-11	10-22-11	Student supervision Attend, complete ppwk	Promote, attend, set-up, clean up, lead, ppwk	
	Recognition banquet	TBA	TBA	Student supervision Attend, complete ppwk, plan and organize	Organize dinner, prepare agenda	
End of School Year Final Interview/report from students on the Program of Work						

Additionally, each CTSO advisor will report their activities **by December 2, 2011, March 2, 2012 and June 8, 2012**. These reports will include progress on the Student Leadership Program of Work as well as other student advisory activities..

Advisor Name(s): _____

Advisor Signature(s) & Date: _____

CTSO President Name: _____

CTSO President's Signature & Date: _____