



CTSO Advisor Electronic Report Form 2012-2013

Directions for use:

Please submit this as an *email attachment* to the CTE Office (to Diane Storm by designated due dates)

CTSO :FIRST Robotics BUILDING LOCATION: H. M. Jackson High School

Please mark the date of this report:

Report Due Dates:

☐ December 7, 2012 ☐ March 8, 2013 ☐ June 14, 2013

The following is a log outlining the duties spent by the CTSO Advisor:

Advisor's Name: Maggie Thorleifson		
Date Worked	# of Students Participating	Work Performed
6-29	8	Officer Summer Planning Meeting
6-30	4	Run Of The Mill - Support
7-12	8	Arlington Fly-In
7-21	10	KlaHayYa Day Parade
8-2	1 – coach / mentor	Sea Fair Boeing Tent Set Up
8-3	2	Sea Fair Boeing Tent Robot Demo FIRST outreach
8-4	3	Sea Fair Boeing Tent Robot Demo FIRST outreach
8-5	2	Sea Fair Boeing Tent Robot Demo FIRST outreach
8-6	3	Night Out Against Crime Set Up
8-7	7	Night Out Against Crime
8-20	8	Officer Goal Setting Meeting
8-22	3	FIRST Alumni STEM Panel
8-29	4	Handbook Subcommittee
8-29	Coach	FRC regional mentor conf. call
9-4	7	Freshmen BBQ
9-8	10	Youth Action Team Meeting
9-9	6	Set up for AH&T FIRST Demo at HarborPoint Golf



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Date Worked	# of Students Participating	Work Performed
9-10	6	Harbor Point Golf FIRST Demo
9-11	Coach	Update Team Profile
9-12	Coach Mentor	Safety Workshop Prep
9-13	AWS Coach	Safety Workshop Prep
9-14	8	Officer Meeting
9-17	25	Team Meeting – Welcome Back / FIRST/Team building /
9-21	8	Officer Meeting
9-22	25 parents	Team Parent Meeting
9-22`	10	VOA Youth action Team
9-24	25	Team Meeting FIRST/Team building /
9-24	Remaining parents	Team Parent Meeting
TBD	Coach	Boeing Grant work
TBD		Nasa Grant Application Opens
9-27	coach	Initial Regional event registration opens at noon
9-27	Coaches	FIRST WA meeting
9-28	8	Officer Meeting check progress-agendas
9-29	25	Girls Generation
10-1	25	Team Meeting – Team Building / Engineering Challenge
10-4	Coach	Kick Off Registration opens at noon
10-5	8	Officer Meeting check progress Agendas
10-8	25	Team Meeting – Team Building / Engineering Challenge
10-12	8	Officer Meeting check progress Agendas
10-15	25	Team Meeting – Team Building / Engineering Challenge
10-19	8	Officer Meeting check progress Agendas – Executive Board
10-20		FRC Rookie Workshop – Team 2910 help with robot demos, fundraising presentation



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10-20	14	Youth Action Team Define your mission and goals in life Leadership-Service
10-22	25	Team Meeting Team Building / Engineering Challenge
10-26	8	Officer Meeting
10-27	10	VOA YAT
10-29	25	Team Meeting Team Building / Engineering Challenge
10-31	25	Team Meeting – October Fest Service
11-2	8	Officer Meeting check progress Agendas
11-5	25	Team Meeting
11-9	8	Officer Meeting
11-10	30	Pre Season Workshop – Digipen\ Safety Workshop Sessions
11-12	25	Team Meeting – Team Building / Safety
11-16 / 11-18	2 groups of 8 one group of 9	Team Safety Retreat
11-19	25	Team Meeting – Team Building / Engineering Challenge
11-26	25	Team Meeting – Team Building / Engineering Challenge
11-29	8	Officer Meeting check progress Agendas – Executive Board
11-28	25	Team Meeting – Team Building / Engineering Challenge
11-30	coach	Team Registration Deadline
12-1/12-2	25	FTC Regional
TBD	6	FLL Regional – our mentored teams
12-3	25	Team Meeting – Team Building / Engineering Challenge
12-7	8	Officer Meeting check progress Agendas
12-10	25	Team Meeting
12-11	25	Team Elf Evening
12-14	8	Officer Meeting
12-17	25	Team Meeting – Team Building / Engineering Challenge



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Date Worked	# of Students Participating	Work Performed
1-5	25	FRC Kick Off
1-6	25	Team Game Strategy
1-7	Student Lead	Missing Parts List to FIRST
1-7/ 1-11	25	Team Meeting – Rules presented random design teams form meet during week
1-12	25	Design Teams present ideas to team, parents, sponsors
1-18	3 – 7 mentors	Engineering Committee Meeting
1-18	25	Design decision and subteams
1-25		Payment for FRC Registration is due for all events registered
1-21/1-25	9	Sub Team Meetins M-W & T-Th
TBD	~3students –7 mentors	Engineering Committee Meeting
1-26	25	Programming / Build – prototype mods Team Meeting Reports
1-26	10	Youth Action Team
1-28/2-1	9	Programming / Build – prototype mods
TBD	~3students –7 mentors	Engineering Committee Meeting
2-1	25	Programming / Build – prototype mods Team Meeting Reports
2-4/2-8	9	Programming / Build – prototype mods
TBD	~3students –7 mentors	Engineering Committee Meeting
2-9	25	Programming / Build – prototype mods Team Meeting Reports
2-11/2-15	9	Programming / Build – prototype mods
TBD	~3students –7 mentors	Engineering Committee Meeting
2-16	25	Programming / Build – prototype mods Team Meeting Reports
2-17/2-19	9	Programming / Build – prototype mods
2-21	Team Lead	Award Submissions Due FIRST Dean's List, Chairman's, Website
2-23	10	Youth Action Team
2-19	25	Robot Bag



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Date Worked	# of Students Participating	Work Performed
2-25	25	Team Meeting – pop corn video
3-1	8	Officer Meeting check progress Agendas – Executive Board
3-4	25	Team Meeting – Regional Planning – Plan
3-4	0	Parent Meeting
3-8	25	Terry’s Machine Thank You Lunch
TBD	25	Seattle Regional
3-11	25	Team Meeting – Regional Planning
3-15	8	Officer Meeting check progress Agendas
3-18	25	Team Meeting – Regional Planning
TBD	25	Oregon Regional
3-23	10	Youth Action Team
3-25	25	Team Meeting
3-29	8	Officer Meeting check progress Agendas – Executive Board
4-8	25	Team Meeting – Reports – Championship Planning
4-12	8	Officer Meeting check progress Agendas – Executive Board
4-15	25	Team Meeting – Submit pictures from events for picassa Parent & Sponsor thank you planning
4-19	8	Officer Meeting check progress Agendas
4-22	25	Team Meeting Championship last minute details
4-24 / 4-27	25	FRC Championship
4-27	10	Youth action team
5-6	25	Team Meeting – Officer Nominations – Nominees work on their officer presentations
5-13	25+	Rube Goldberg Intro – New Members Invited
5-7 / 5-11	Teams of 5	Spirit – create slide show of season –Rube Goldberg teams meet
5-17	8	Officer Meeting check progress Agendas
5-13	25	FIRST Fest planning
5-13	16	Officer Presentations



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5-13	25-	Rube Goldberg teams meet – FIRST Fest planning -
5-18	8	Officer Meeting FIRST Fest setup tasks
6-3	25	Team Meeting – Season Slide show – Parent Thank you celebrations
6-4	25	Team Meeting Sponsor Thank You Dinner
6-6	8	New Officer Meeting
6-29		
6-30	8	Officer Summer Planning Meeting

Please make sure that you keep an electronic copy of the report for your records and forward a copy to Diane Storm by the due date above.