

ASB Survival Guide

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The 3 C's- Communication, Collaboration & Care

1. Communication

A) Students

- ✓ Create your own system
- ✓ Become a note-taker- what works for you?
- ✓ Create a calendar
- ✓ Use resources/apps
 - Remind, Twitter, Instagram, Google voice
- ✓ Work with your ASB President & Cabinet
- ✓ What social media/technology do your students use?
 - Twitter, Instagram, Snapchat (Filters)
 - Google Drive

B) Faculty & Staff

- ✓ Send calendars (see Monthly Madness) & reminders through emails
- ✓ Hard copies/flyers
- ✓ Side note: Thank you cards and donuts go a long way!

***ASB Activity Idea- PIG Personality Test

1. Take out a blank piece of 8 ½ x 11 inch paper
2. Now draw a pig- you have 1 minute
3. Explanation of drawing

3. Collaboration

A) Work with ASB Directors in your area & school district (Ex: Valle Vista League)

- ✓ How do you grade?
- ✓ How do you plan dances?
- ✓ How do you prepare for rally week?
- ✓ How do you deal with the unexpected?
- ✓ How do you deal with faculty and staff?
- ✓ How do you work with your rival school?

B) Collaboration with your assistant/clerk

- ✓ Know your FCMAT rules! If you do not know FCMAT, ask questions ☺
- ✓ Learn to love budgets
- ✓ Financial process with club advisor and coaches

C) Collaboration with your students

- Evaluating your work (Pros/Cons)
 - ✓ Rallies
 - ✓ Dances
 - ✓ Self-evaluation

- Team Building- “Igniting your leadership” – leadership handbook for teaching & training leadership skills
- Create committees for each event
 - ✓ Homecoming
 - ✓ Rallies
 - ✓ Community service
 - ✓ Lunch time activities

**Set goals for each activity and evaluate after event

3. Care “Being Boss is Hard”

- ✓ Emotional Experiences
- ✓ Prepare yourself
- ✓ Take care of yourself
- ✓ Become emotionally mature
- ✓ Understand your expressions
- ✓ 6. Learn not to panic

**Game: Ping Pong Shake

- ✓ What do you need?
 - Empty tissue box (Tie string on both sides)
 - Ping pong balls (4 x 5 = 20)
- ✓ How many people?
 - 4 (1 per class)

4. Launch

“I think that in any group activity - whether it be business, sports, or family - there has to be leadership or it won't be successful.” – John Wooden