

LEADERSHIP RETREAT

LINDA COOPER

lindacooper971@gmail.com

209-765-3850

OBJECTIVE OF RETREATS



Bond with other leadership students to form the leadership "family."

Form lasting relationships

Learn about leadership, it's purpose and functions

Learn new skills and Have fun.

Get training in new jobs

Create events for the year



WELCOME TO CERES HIGH LEADERSHIP

The Experience of Leadership

Thinking of new ideas

Planning it

Organizing it

Following it to completion

Success or Failure



RETREAT INFORMATION

AGENDA

REQUIREMENTS FOR STUDENTS

MASTER CALENDAR



SAMPLE AGENDA

DAY 1 Welcome/Get Acquainted Activity/Introductions

Retreat Overview/Rules of Retreat/Purpose of Student Council

Team Building Activities

Personal Leadership

Social Media Uses

Budgets

Job Descriptions/Leadership Roles

Communication/Meeting Skills

Leadership Oath/Cross the Line Activity/Closing



Day 2: Activities

How to Plan a project/community projects

Organizational Items/Calendars

Financial – Fundraisers

Staff Relations/Secret Pals

Homecoming Planning

Kyoto, Japan visit

Sneak Peek Rally

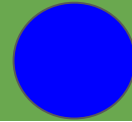
Go over schedules

Closing/Reflections/Reminders/Goodbyes





PERSONAL LEADERSHIP



For fun: Give a personality test. Hartman Personality Profile is fun.

Put all the same personalities together. Task: Come up with a rally theme. Time them. Have them report.

Discussion: How hard was it to come up with a theme when everyone was thinking the same way?

Put a few of each color in groups. Task: Divide up the duties of a Rally. Time them.

Discussion: How long did it take to divide duties and how did cooperation work due to mixed colors personalities? Continue discussion of working together.

GOAL SETTING



Why have goals for Leadership?

Take into consideration the CASL Mission Statement and your school's mission statement before setting goals.

1. Goals for self
2. For leadership
3. For your school

Are your goals specific, measurable, action-oriented, realistic, and have a time deadline?

FORMS USED

What forms are used by students:

Purchase requisitions, minutes, treasurer reports, budget forms,

Petty cash forms, Deposit forms, receipts, task sheets, Bulletin

Forms, MADD forms for custodians

Go over how to fill out forms, what signatures are required, who to turn them into. Invite your ASB Accountant and ASB Secretary to come talk about the office and how it is run, what is required, laws and procedures, and what their responsibilities are to help students.

LEADERSHIP ROLES AND RESPONSIBILITIES

What is their role on campus???? Off campus????

Job Walk - Posters on walls with job titles. Start at their job title and write what they think are their responsibilities. Students are given 1 minute at each job title to add or delete as they circle around the room.

Next step: All students with job title, take their job description, discuss it, and then share.

Last step: Group adds or deletes duties for final job description which is then added to their paper in their retreat manual

COMMUNICATION AND LISTENING

Key to Communication Steps:

- Think about what I say before I speak
- Speak clearly
- Speak confidently
- Be specific
- Control emotions
- Aim to help
- Pay attention
- Don't interrupt
- Look for non-verbal clues



VERBAL COMMUNICATION

Talking to Staff, Making presentations, talking to the community

Making business calls

Using a Microphone



WRITTEN COMMUNICATION

Letters to the Outside

Memos to staff

Notes/Thank you's



MEETING SKILLS

Purpose of meetings:

How to manage meetings -

Agenda

Minutes

Sign in sheets

Reports



SOCIAL MEDIA



What to use:

Remind, Instagram, Twitter - which ones are approved for your school

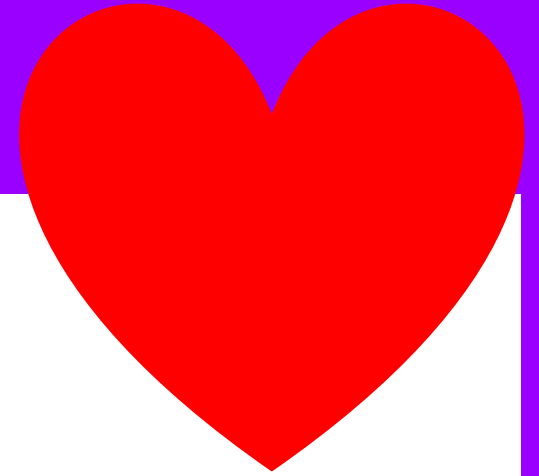
Leadership

Ambassadors

Student Body



SPECIAL WEEKS



Awareness Weeks

ANTI-BULLYING WEEKS

RANDOM ACTS OF KINDNESS WEEK

STAFF APPRECIATION - CERTIFICATED AND CLASSIFIED

Use the weeks for training, education, and celebration

Operation Gratitude, Hearts for your students and staff, etc.

PROBLEM SOLVING

What is your problem solving behavior:

Identify the problem, Gather information, Determine potential solutions

Analyze probable outcomes, Select appropriate action, Initiate Plan
Evaluate

How to solve conflicts - what is your "chain of command?"

Discussion of how this can be applied on campus, in other classes, and in life.

TIME MANAGEMENT

HOW TO MANAGE YOUR TIME WITH LEADERSHIP, SPORTS, JOBS, ETC.?

Use Calendars and schedules

Make lists

Delegate

Prioritize Tasks

Follow through on commitment



VISUALS

HOW TO MAKE ATTRACTIVE VISUALS PEOPLE WILL READ.

POSTERS

FLYERS

POTTY TALK

CAR FLYERS

POP ME BALLOONS

LEADERSHIP CLASS EXPECTATIONS

LEADERSHIP CONTRACT

CLASS EXPECTATIONS

GRADING POLICY

LEADERSHIP BOOK

THE BUTTERFLY EFFECT



LEADERSHIP RETREAT SESSION

**Linda Cooper
lindacooper971@gmail.com**

209-765-3850

WELCOME TO LEADERSHIP

We sincerely hope that this year you will have the experience of thinking up a new idea, planning it, organizing it, and following it to completion, and then have it be magnificently successful. We also hope you'll go through the same process and have something fail.

We wish you could know how it feels to run for office with all your heart and lose – horribly.

We wish you could achieve some great good for mankind, but have nobody know it except for you.

We wish you could find something so worthwhile that you deem it worthy of investing your life within it.

We hope you become frustrated and challenged enough to begin to push back the very barriers of your own personal limitations.

We hope you can make a stupid mistake and get caught red handed and are big enough to say those magic words, "I was wrong."

We hope you give so much of yourself that some days you wonder if it's worth all the effort.

We wish for a magnificent obsession that will give you reason for living and purpose and direction and life.

We wish for you the worst kind of criticism for everything you do, because that makes you fight to achieve beyond what you normally would.

We wish for you the **Experience of Leadership.**

As a _____ (school) Student Leader, I understand that I am held to a higher standard of behavior than to my peers. I understand that I am viewed as a role model to my peers. I understand that I represent the ideals and morals of the leadership organization and (School) both on and off campus. Therefore, I am committed to (School) Leadership and will uphold this commitment.

Good Luck this year and have a great time.

(The ASB Officers and Activity Director names)

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LEADERSHIP MANUAL

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SAMPLE AGENDA
LEADERSHIP RETREAT

The week after school is out- after summer school day for two days

DAY 1

- | | |
|-------------|--|
| 2:00 – 2:15 | Welcome/Get Acquainted Activity/Introductions/Bingo |
| 2:15 – 2:30 | Retreat Agenda Overview/Rules of Retreat |
| 2:30 – 2:45 | Team Building Activity – Hulu Hoop Caterpillar Relay |
| 2:45 – 3:00 | Personal Leadership – Personality Styles/Group Dynamics
What do you do with this information? |
| 3:00-4:00 | Purpose of Student Council/CADA Mission Statement/Goals,
Personal goals, Leadership Goals, School Goals, and Representative Meetings, |
| 4:00 – 4:10 | Break – |
| 4:10 – 4:20 | Team Building Activity – Crazy Paper Bag Relay |
| 4:20-4:40 | Social Media – Issues and Use
Sign up for new accounts |
| 4:40-5:00 | Budgets/Purchase Orders/Financial Deposits/Petty Cash and other
necessary forms such as Madd forms, task sheets, activity sheets,
bulletin notices, activity requests, notebooks, scrapbooks, Project
Planning - How the two classes work and who's responsible for what. |
| 5:00-6:00 | Job Description Review - Leadership Roles – Positive role models |
| 6:00-6:25 | Dinner – ASB set up |
| 6:25 – 6:35 | Team Building Activity – Tater Activity |
| 6:35 – 7:05 | Communication – Microphone Techniques, Telephone Etiquette,
Teacher Room Etiquette, Written Communication |
| 7:05 – 7:35 | Parliamentary Procedures/Agendas/Minutes/Treasurer's Report,
Meeting Skills |
| 7:35 – 7:45 | Break |
| 7:45-8:45 | Leadership Oath, Cross the Line Activity |
| 8:45 – 9:00 | Closing – Activity Director and ASB Officers – Closing Story |

DAY 2

2:00 – 2:15	Activity Thumbs Up
2:15 – 2:30	How to plan a project – Community Service Project Planning Sheet
2:30-3:15	Organizational Items/Calendars List of Dates
3:15 – 3:45	Financial Management – Fundraisers – Powder Puff, Fall Formal, Bowl – A – Thon, Cookie Dough, Caramel Apples, Dances, Talent Show, (School Mascot) Idol, Black Light Dance, Applebees, and other ideas
3:45 – 3:55	Break
3:55 – 4:05	Team building activity Lap Stack
4:05 – 4:45	Staff Relations – Welcome Back Day Secret Pals for Certificated Staff/Admin – Cards brought on 3rd retreat day
4:45 – 5:45	Homecoming: Theme/Fall Lunch Activities and Dress Up Days Rally/Gym Decorating Stadium Decorating/Student Section Royalty – Rally, Pregame, Half Time Powder Puff
5:45-6:15	Dinner/Class Planning Sticky note wall in classroom
6:15-6:45	Kyoto Japan Student Visit Party
6:45 – 7:45	Sneak Peek Rally 5th Club Rush Week – Theme, Lunch Activities, Rally – 4th
7:45 – 7:55	Break – ASB set up and clean up
8:55 – 8:15	Go over work schedule for Registrations, Ambassador training, Freshman Orientation, and getting ready for school.
8:15 – 9:00	Closing – All ASB Reflections, Reminders, Goodbye

DAY 3

The Saturday or Sunday before Registration/Freshman Orientation

1:00-1:15 Re Get Acquainted activity
Picture This

1:15 – 1:45 Publicity: Posters/Flyers/Articles/Bulletin/Newspaper/Technology

1:45 – 2:45 Posters: Each class is responsible for the following:

	Total
2 Welcome Back posters for Staff	8
4 Welcome Back posters for your own class	16
2 Welcome posters for freshmen to be used at Freshman Orientation	8

Plus the following:

Seniors - 4 football posters

Juniors - 2 posters for Cross Country
2 posters for Boys Water Polo

Sophomores - 2 posters for volleyball
2 posters for Girls Water Polo

Freshmen - 2 posters for Girl's Tennis
2 posters for Girl's Golf

2:45 – 3:00 Break

3:00-3:15 Activity
Butterfly project – The Butterfly Effect

3:15 – 4:15 Sneak Peek Rally
Club Rush Week
Homecoming

4:15 – 5:00 Schedule, T-shirts, Goodbyes

REQUIREMENTS FOR LEADERSHIP STUDENTS

Congratulations Leadership students on being elected to your office or chosen for your office. Planning for the _____ school year is already under way and your ASB Officers have been working hard to have everything ready for retreat and the first of the year.

Retreat and working registration is mandatory for all Leadership students. The Ambassador Program is mandatory for all leadership junior and senior students. Retreat gives us a chance to bond together as a team, prepare for the coming year, choose themes, discuss activities, and have a lot of fun together before the real work begins. You all play a vital part in the activity program at (school) and without Leadership's hard work, activities would not happen. Bring your ideas for activities and themes to Retreat. Bring a pillow to sit on and wear comfortable clothes. Do not bring sleeping bags, blankets, chairs, etc. Leave your cell phone at home or in your car. If you don't leave your cell phone at home, I will collect it when you arrive and you won't be able to pick it up until you leave retreat. This retreat is only for you – not relatives, friends, etc. We will be very busy.

We talked with all of you at your interviews about when retreat, registration, and school project work would be happening. Each of you indicated there would be no problems with the dates listed. Know that retreat is **MANDATORY** and **WORKING IS MANDATORY**. If you cannot be at the following listed items, you will not be in leadership next year. Also, note, that you must be eligible to be in and remain in leadership. This means that you must have a 2.0 with no more than 1 F or 1 U each quarter.

The following dates are required. Please check your grade level for your requirements with the exception of the ASB Officers.

ASB Officers Only:

Wednesday	May 26th	3:00-6:00pm	Retreat Planning
Monday	June 8th	2:00-6:00pm	Retreat Planning
Wednesday	June 10th	2:00-6:00pm	Shopping/Final stuff together
Thursday	June 11th	10:00am-9:30pm	Set up for retreat/Retreat/clean up
Friday	June 12th	11:00am-9:30pm	Set up for retreat/Retreat/clean up
Tuesday	June 16th	9:00am-1:00pm	Preparation for Ambassador training/orientation
Sunday	August 2nd	9:00am-6:00pm	Shop, Set up for retreat/retreat/clean up

All Leadership- All Freshmen, Sophomores, Juniors, Seniors, and ASB

Thursday	June 11th	2:00-9:00pm	Retreat for all Leadership- Small Gym
Friday	June 12th	2:00-9:00pm	Retreat for all Leadership – Small Gym
Sunday	August 2nd	1:00-5:00pm	Final Retreat and planning for Registration

Ambassador Commissioners and ASB

Tuesday	June 16th	9:00am-1:00pm	Ambassador work day
Wednesday	July 29th	11:00am-2:00pm	Set up for Ambassador training

All Juniors/Seniors in Leadership plus all Ambassadors

Wednesday	July 29th	1:30pm-8:30pm	Ambassador Training
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Registration Work – Check the schedule carefully for your times to report and work

Wednesday July 29th

Registration - Cafeteria

	Registration by Class	Work Requirements for Leadership
	7:30-9:30am Seniors	7:14-9:35am Juniors
	9:45-11:45am Juniors	9:35-11:50am Seniors
1:00-2:30pm	A-L Sophomores	12:45-2:35pm Freshmen A-L
	2:45-4:15pm M-Z Sophomores	2:35-4:30pm Freshmen M-Z

Friday

July 31st

Junior and Senior Ambassadors report to the Big Gym at 7:00am

Sophomores report to the Big Gym at 7:15am

Freshmen report to the Big Gym at 8:00am

Note: Sophomores are the “A” Team that work all day

Juniors and Seniors are the Ambassadors working with the Freshmen all day

Freshmen are attending the freshman orientation all day

Each group will have a separate schedule telling them what and where they are to be throughout the day. Everyone finishes at 4pm.

Wednesday

August 5th Make Up Registration

Sophomores work from 2:45-4:45pm

Thursday

August 6th Decorate for teachers

3:30-4:30pm

ASB plus 4 more

1st Week of School:

Tuesday

August 11th

7:15am

All Class Officers – FR, SO, JU, SE
to decorate school - meet in Doghouse
to get posters.

Please make sure you are not on vacation, scheduling dentist or doctor visits, and let your work know that you are required to be at these assigned times. If there is a problem, please contact me at (Activity Director's cell phone). We will go over the schedule at retreat so each of you know when and where you are suppose to be as I know it is confusing. I will be on vacation the last part of June-1st part of July, so it is better if you call me on my cell phone between now and then. If I don't answer, please leave a message, and I will get back to you as soon as I can.

I hope you get some rest throughout the summer as we always hit the school year running. We will be working very hard on the Sneak Peek Rally which is the first Friday, Club Rush Week, and homecoming which is very early this year. Come with new ideas for lunch activities, themes, dress up days, etc. Have a wonderful and restful summer. See you at all the events.

_____(name)
Activity Director

(School name) High School
(Year) MASTER CALENDAR

JUNE	ACTIVITY	TIME
11-12	Leadership Retreat	2:00-9:00pm
JULY		
29	Registration – SR, JU, SO	8am-5pm
29	Ambassador Training	2-9pm
31	FR Orientation and Registration	8am-4pm
AUGUST		
2	Leadership Retreat	1:00-5:00pm
5	Make Up Registration	3:00-4:30pm
11	First Day of School	
14	Sneak Peek Rally	Lunch
22	Football Scrimmage	All day
24-28	ASB Club Rush Week	
26	Back to School Night	6:30pm
31	Powder Puff Meeting, Small Gym	Lunch
SEPTEMBER		
1, 3, 8, 10, 14	Powder Puff Practices	5-7pm
7	NO SCHOOL – Labor Day Weekend	
11	Progress Reports Period (1st quarter)	
12	Float Building	8:00am-12:00pm
14-18	Fall Homecoming Week	
	14 – Float Building	4:30-7:30pm
	14 – Powder Puff Practice/ meeting	5:00-7:30pm
	15 – Powder Puff Game	7:00pm
	16 – Float Building	3:00-7:00pm
	17 – Float Building	4:00-9:00pm
	18– Rally – Homecoming Day – Special Schedule	
	18 – Homecoming Party on the Tennis Courts	9:30-11:30pm
25	Schools Closed/District Open	
OCTOBER		
9	Mid Term (1st quarter) ends	
15-20	Kyoto Visit	
16	Kyoto/School Assembly	
19	Kyoto/School Dance	7:00pm – 9:00 pm
30	NO SCHOOL - Professional Development Day	

NOVEMBER

2-6	Spirit Week	
5	Spirit Week Food Court – Extended Lunch	
6	Rally – Rival Games	
13	Progress report period (2nd quarter) ends	
14	Fall Formal	7:30-11:00pm
26-27	NO SCHOOL – Thanksgiving Holiday	

DECEMBER

15, 16, 17	First semester finals	
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JANUARY

5	Second semester begins	
5-8	Winter Homecoming Week	
8	Rally Schedule	1:42-2:37
8	Winter Homecoming Games	4:30/5:00/7:30pm
8	Black Light Dance	9:00-11:30pm
18	NO SCHOOL – MLK Jr.'s Birthday	
26	8th grade parent orientation night	6:30pm
29	8th grade student visit	8am-12pm
29	Progress report period (3rd quarter) ends	

FEBRUARY

25	Junior High Leadership Conference	8:00am-12:00pm
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MARCH

18	Mid Term (3rd quarter) ends	
21-24	Multi Culture Week	
24	Multi Culture Day – A-B Schedule	
25-April 1	Spring Break	

APRIL

11-15	Spring Fling Week	
16	Prom	7:30-11:30pm
22	NO SCHOOL – Professional Development Day	
27	Open House	6:30pm
29	End of progress report period (4th quarter) ends	

MAY

9	Leadership Banquet	7:00pm
31	Finals	

JUNE

1, 2	Finals	
2	Graduation and Sober Grad Night	7:30/10:30pm
9-10	Leadership Retreat (students) 2:00pm-9:00pm	

LEADERSHIP CONTRACT

I HAVE READ AND I UNDERSTAND THE CLASS STANDARDS, CLASS RULES, AND GRADING POLICY OF LEADERSHIP FOR THE _____ SCHOOL YEAR.

LEADERSHIP OATH: I AGREE TO THE FOLLOWING:

As a (school) Student Leader, I understand that I am held to a higher standard of behavior than to my peers. I understand that I am viewed as a role model to my peers. I understand that I represent the ideals and morals of the leadership organization and (school) both on and off campus. Therefore, I am committed to (school) Leadership and will uphold this commitment.

Student Signature

Parent Signature

Activity Director's Signature

Date

LEADERSHIP CLASS EXPECTATIONS

Leadership Course Philosophy: “promoting the power of education with a sense of belonging.” If students are in a school which connects their academics with people, other students and activities, the results will be a nurturing, motivating, educational environment inspiring learning and promoting successful individuals.

State of California Student Leadership Standards

1. Communication

- Standard 1 Written Communication
- Standard 2 Interviewing Skills
- Standard 3 Public Speaking
- Standard 4 Crowd Management
- Standard 5 Conflict Resolution
- Standard 6 Evaluation and Feedback
- Standard 7 Interpersonal Skills

2. Personal and Social Development

- Standard 1 Group Dynamics
- Standard 2 Goal Setting, Feedback, and Evaluation
- Standard 3 Social and Emotional Learning

3. Civic and Service Learning

- Standard 1 Civic and Community Engagement
- Standard 2 Service Learning Strategies
- Standard 3 Community Service

4. Government

- Standard 1 Authority and Governance
- Standard 2 Procedures
- Standard 3 Elections and Appointments
- Standard 4 Effective Meetings

5. Business and Finance

- Standard 1 Finance/Accounting
- Standard 2 Fundraising
- Standard 3 Marketing
- Standard 4 Advertising
- Standard 5 Customer Service
- Standard 6 Business Law

6. Technology & Digital Citizenship

- Standard 1 Digital Workspace and Collaboration
- Standard 2 Digital Citizenship
- Standard 3 Audio/Visual Presentation
- Standard 4 Video and Photography

GRADING POLICY FOR LEADERSHIP CLASS

POINTS

100% - Class points will be based on the following: (each quarter a new sheet is handed out with the points possible based on the quarter's activities)

1. Participation in Activities (both in and out of school)
2. Class Assignments
3. Officer/Commissioner Job Responsibilities
4. Committee Work
5. Doghouse Work
6. Store Work
7. Scrapbook

NOTEBOOKS MUST CONTAIN THE FOLLOWING:

1. Activity Sheets
2. Agendas/Minutes from class meetings, rep. meetings, and leadership meetings
3. Assignments, quizzes, tests, final, task forms, Class Handouts
4. 5th period - Class 2018, 2019, 2020, 2021 related work OR 4th period - Job Related Work
5. Miscellaneous
6. Retreat Manual

To participate in leadership, one must maintain a 2.0 overall grade point average. If you are below 70% in the class, you jeopardize future enrollment in the class. If you fail at the end of a semester, you will be removed from the class. If you are failing at the end of 1st or 3rd quarter, you have one quarter to become eligible and you lose privileges.

LEADERSHIP AGREEMENT/CLASS RULES

1. Tardiness will not be tolerated.
2. If you say you're going to do it, do it. Show up and bring the things required.
3. No trashing staff, each other, etc. Show respect to one another
4. Lead by example
5. Respect others property
6. Raise hand to be heard, listen to others.
7. Be sensitive to others
8. Encourage others
9. Keep conversation confidential
10. Help one another
11. Have fun and lots of spirit

Remember that if you are in Leadership, you are on display at all time – on campus and off. Your behavior must be exemplary at all times. Leadership is a no tolerance group which means no alcohol, drugs, smoking, etc. will be tolerated.

LEADERSHIP BOOK (Scrapbook)

Leadership offers many essential lessons that you will take with you beyond the walls of school. In order to reflect upon the many lessons that you will become skilled at, you will be required to produce a leadership book. You can be as creative as you want, but it must contain the following listed items in the following listed order. This book will be part of your grade each quarter.

Each quarter will be separate. This will end up being a complete book but it will be done in quarter increments.

Quarter 1 Pages due _____(week before the end of the quarter)

Page 1 Title Page

Must include your “theme title” for your book, your full name, and the year (2018-2019). The back of your title page will be blank.

Page 3 New Page - This is your butterfly page. You can draw a butterfly on the page if you want, but there will be two other goals that must be included. Please put the 4 goals you put on your butterfly. 1. Goal for leading students in leadership – what will you do to help others, 2. Goal for leading students – what will you do to help others, 3. Personal goal for yourself this year connected to leadership – what do you want to learn or do? 4. Personal goal for yourself this year – what do you want to accomplish outside of leadership? Goal 5 is – What will you do to affect one life of a leadership student? Goal 6 is – What will you do to affect another person’s life at school?

Page 4 This is the back of your butterfly page. These are quotes from famous people and must mean something to you. You must have at least 6 on this page. Do some research and find some that are meaningful. You can only have one anonymous quote. You can only have one quote from a sports person OR one from a pop star. The rest must be from people that have changed the world or done something good in the world. You must vary the people. You cannot have 2 from the same person, and you cannot use any relatives. You must write after each quote what the quote means to you.

Page 5 New page: Cut out an article from a magazine or a newspaper. It has to be about someone that has made a difference in someone else’s life. It has to be a full article, not just a few lines. It has to be about someone that did something to help someone else in a positive way.

Page 6 This is the back of page 5. What do you think about this article? How do you feel about it? Write a full page about this article, and how it affected you.

Page 7 “Meet Someone New Page.” You must have 2 pictures. Write an article about them – do an interview. This cannot be anyone in your classes. You must go out and talk to them – talk about activities, red and white Friday’s, games, clubs, etc.

- Quarter 2 Pages due _____(week before the end of the quarter)
- Page 1 New Page - “Caught in the Moment” page. Caught in the moment is you working on committees, doing a lunch activity, working on the computer, helping in the store, working at a football game, working on stuff in the leadership classroom. It is not a spirit day, rally, float building, or dress up pictures. Describe the pictures. What was the committee assignment? Why was your job important? It has nothing to do with class activities such as float building. It is strictly Leadership committee work, and Leadership classwork. (4 pics)
- Page 2 This is the back of page 1 of your “Caught in the Moment” layout. (4 pics)
This means you must have a total of 8 pictures. (Same information)
- Page 3 New Page - “Spirit Days – Rally Days. This is pictures of you dressed up in rally clothes, at the rally, dressed up in dress up day clothes. Make sure you take pictures of you doing things during sneak peek, club rush, and fall homecoming.(4 pics)
- Page 4 This is the back of page 3 of your “Spirit Days” layout. You could get pictures from the Club Rush Rally and week or from Fall Homecoming week and rally. Remember, it must include dress up days. (4 pics)
- Page 5 New Page - This is the “best things about me” and my family. No friends pictures here. This is you and your family members. Can be any family members and you. (4 pics) Explain who is in the pictures.
- Page 6 This is the back of page 5 of your “The best Things About Me.” You must write a personal story. What are your best qualities and why do you think those are your best qualities. I don’t want to hear about you being a good student. I want to hear about you being a good person.
- Page 7 New Page – Meet someone new. Follow the same guidelines as in quarter one. Write an article – take a picture, get valuable information and talk with them about valuable CHS information.

- Quarter 3 Pages due by _____(week before end of the quarter)
- Page 1 New Page – this page is your school or community project pictures. It is called School or Community Project. It must be related to _____ High School – your class or leadership or a _____ Club on campus. It cannot be the Winter Formal, Prom, sports, homecoming things like that. It must be you helping others by participating in a project. This page is your pictures of the event. Use your class community or school project or one of Leadership’s projects. It cannot be related to a fundraiser. It is strictly a volunteer project. 4 pics.
- Page 2 On the back of page 1 - This page is the written explanation of your School or Community Project. A one page summary of what you did, why you did it, who benefited from it, who participated in it, and how it made you feel doing the project, etc. No pictures on this page.
- Page 3 New Page - This page is the “_____ (school) Pride” page. Don’t use the same pictures that you have already used. This can be Winter Formal, homecoming, band stuff, dance, drama, sports, clubs, things that you do at school. It’s called “_____ (school) PRIDE.” You can have one picture of sports, one of float building, one of class dance, one of club stuff, etc. Call it _____ (school) Pride. You must have 4 pictures per page and write about each picture. You cannot have more than 1 picture from each event or sport, etc.
- Page 4 Back of Page 3 - This is the continuation of the _____ (school) PRIDE page. Be sure to write about each of your pictures, so people know what you are doing. 4 pictures on this page as well.
- Page 5 New Page - This page is called “A Reflection of Me.” This has to do with Random Acts of Kindness or Anti-Bullying. This has to be about you doing something nice for someone, or dealing with someone that is either bullying someone or being bullied. Write the story – 1 page.
- Page 6 Back of Page 5 - This page is called “I Admire.” You need one person that you admire. It cannot be a relative or a friend because we assume that they all know that you admire them. It goes along with the page “A Reflection of me.” This is someone that has done good deeds in their life, been honored for it, participated in doing something for cancer, children, helping someone or a cause for something, etc. Someone you greatly admire and want to model some of your behavior after in the future or now. You must have a picture of that person on this page, name of person, and written information about what they did that you admire and why.
- Page 7 New Page – Two new people that you have met - someone new. You must put their name, grade, and something about what they do or who they are. Interview them. Write it up. Take pictures and put them on this page.

- Quarter 4 Pages due by _____ (one week before end of the quarter)
- Page 1 New Page – Multi Culture Week - 4 Pictures of you participating in one of the activities during this week. Be in the pictures, and explain what you are doing. You could be working an activity as well.
- Page 2 Back of Page 1 – Spring Fling Week – 4 pictures of you participating in one of the activities during this week. Be in the picture and explain what you are doing. You could be working an activity as well.
- Page 3 New Page - “My Memories.” This page can have any pictures that you wanted to keep and have in your book from the year that haven’t fit into categories. It cannot be all of a sport or a certain club. It must be a variety of pictures. Things you did that are not included in anything above. It can be your outside activities, a trip, etc. You must have 4 pictures and explain what they are. No duplicates. These must be all from this year.
- Page 4 Back of page 3 of your Memories Page. This page is the same as Page 3 but with different pictures. You must have 4 pictures and an explanation of each.
- Page 5 New Page - This is a fun leadership page. It can be any leadership pictures of you doing leadership stuff that you haven’t included yet in the book. Decorate it and put in pictures of you and your best memories of leadership activities. 4 pictures plus writing about them. This can only be leadership activities, leadership work days, leadership retreat, leadership...
- Page 6 Back of Page 5 - This is called the Leadership Memory Page. Write about 2-3 of your favorite leadership memories and why they are your favorite memories. This must be a page long.
- Page 7 Two new people that you have met this quarter just like the previous quarters. Take a picture with them and include their name and information.
- Page 8 New Page – This is the copy of the letter to your parents that we write in class for the leadership banquet.
- Page 9 Back of page 7. This is a “Letter from your Parents” to you about your year in Leadership, and the person you have become.
- Page 10 New Page – A picture of you from this year.

Leadership Book Points by Pages:

Quarter 1 Page		Quarter 2 Page		Quarter 3 Page		Quarter 4 Page	
1	5 points	1	8 points	1	8 points	1	8 points
2	0 points	2	8 points	2	10 points	2	8 points
3	12 points	3	8 points	3	8 points	3	8 points
4	12 points	4	8 points	4	8 points	4	8 points
5	5 points	5	8 points	5	10 points	5	8 points
6	10 points	6	10 points	6	10 points	6	10 points
7	10 points	7	10 points	7	10 points	7	10 points
						8	5 points
						9	5 points
						10	5 points
Total	54 points	Total	60 points	Total	64 points	Total	75 points

THE BUTTERFLY EFFECT: EVERYTHING YOU DO MATTERS

“The Butterfly Effect – Everything You Do Matters” by Andy Andrews

The book is by Andy Andrews. I was inspired to do this activity by my granddaughter, Emma, who has NF1 (Neurofibromatosis). She loves butterflies and when I ran across this book, I knew I had to share her story and this book with my students. You can buy this book almost anywhere. Any story that you use that is personal and you can relate to you and your students is a very powerful discussion.

Discussion: They discuss this at their table and then they answer the questions below:

How significant is my life?

Do I make a difference?

When I move, when I act, when I do something.....does the universe notice?

Do I really matter?

Then I read the following:

In 1963, Edward Lorenz made a presentation to the New York Academy of Sciences and was literally laughed out of the room. His theory, called the butterfly effect, stated that a butterfly could flap its wings and set air molecules in motion that, in turn, would move other air molecules—eventually becoming able to influence weather patterns on the other side of the planet. It could be capable of starting a hurricane on the other side of the planet. For years, this theory remained an interesting myth. In the mid 1990’s, however, physics professors from several universities, working in tandem, proved that the butterfly effect was accurate, viable, and worked every time. Science has shown the butterfly effect to engage with the first movement of any form of matter – including people.

THE POINT? EVERYTHING YOU DO MATTERS.

Everything you do matters. Every move you make, every action you take.....matters

Not just to you, or your family, or your business, or your hometown,

Everything you do matters to all of us forever.

Discussion: What does this mean to you?

Then I read the following:

You have been created in order that you might make a difference. You have within you the power to change the world. Know that your actions cannot be hoarded, saved for later, or used selectively.

By your hand, millions – billions – of lives will be altered, caught up in a chain of events begun by you this day. The very beating of your heart has meaning and purpose. Your actions have value far greater than silver or gold.

You Life....and what you do with it today matters forever.

Then I explain what they are going to do next.

On your butterfly, write the following on the wings:

First Quarter: What difference will you make in one person's life on the _____(school) Campus? It cannot be a leadership student.

Second Quarter: What difference will you make in one staff person's life on the _____(school) Campus.

Third Quarter: What difference will you make in one family member's life this year?

Fourth Quarter: How will these three things make a difference in your life this year?

All along the way, stop and discuss. In groups and ask for feedback and give examples so that by the time they get to filling in their butterfly, they have a good idea of what you want and can fill it out.

One of my students drew a butterfly. We made copies of it on different colored paper and cut them out. We let the students choose their color and when everyone was finished, we made a bulletin board and put up all the butterflies. It makes a nice display in the classroom and helps remind us of our goals. At the end of the quarter, I had them look at their butterfly to see if they had accomplished the goal. They had to write up what they did, how they did it, and the answer to the question. This paper (writing across the curriculum) also became a part of their leadership scrapbook. At the end of the year, I gave each student their butterfly and had them reread the things they wrote on the wings of their butterfly. I asked them if they had accomplished their 4 items. They had to share with partners, then a group of 4, then a group of 8 and finally the entire class. We had tears, hugs, and an incredible discussion about the difference they had made in others lives as well as their own.

LEADERSHIP MOTTO

**WHAT YOU LEAVE BEHIND IS NOT WHAT
IS ENGRAVED ON STONE MONUMENTS
BUT WHAT IS WOVEN INTO THE
LIVES OF OTHERS**

**THINK ABOUT HOW YOU WANT TO AFFECT
THE LIVES OF OTHERS IN A POSITIVE
MANNER**

