Engaging Autopilot
Training your ASB to run itself
Activities Director of Temple City High School

- Home of the Rams
- Grades 9-12
- Student population 2000
- Teaching since 1999
- Activities Director since 2009
- Middle class community
- 70% Asian, 15% Hispanic, 10% White, 5% Everyone Else
My workload

- Credentialed teacher not administrator
  - The dictionary definition of middle management
- Lead negotiator for our bargaining team
- Math committee
- Technology committee
ASB Secretary
Extra Conference Period
Leadership Class
Art Film
Honors Pre-Calc
Wife and Family
1 kid in travel hockey and band
1 kid with super talent and on the autism spectrum
Car Guy
Kings Season Ticket Holder
The Unexpected
Hoco 2017
The Unexpected

10 Days in the hospital
The Unexpected
3 month recovery
What will I come back to?
Finding the Best

- Actively recruit students into ASB
  - Seek out quality eighth graders
  - Put kids into groups as part of your tryout process
    - Too many kids can fake great interviews
  - The fewer elected positions the better
    - Students say they want fairness but in reality they want equity
  - Build a diverse team that builds on students’ strengths
    - You need a nerd, and a jock and a kid willing to paint their face
  - Think about personality profiles
  - More is not always better

- This is not where you start to be a leader
  - Many students can identify problems, very few can find solutions
Finding the Best

- ASB has to be fun
  - Work hard and play hard
  - Take a trip / go to Disneyland (YES Program)

- No tolerance for low expectations
  - Have serious talks about outside activities
  - The Best Can Do It All
Training

- CADA Summer Camp or equivalent
- Teach students how to make decisions
  - Wrong decisions are better then no decision
  - Remind them they are elected to make decisions
- CC you on everything
- If it is not written down then it is not communicated
- Summer retreat or lock in
- Walt Disney approach to leadership
Accountability

- Grades
  - Find a system of grading that holds students accountable and works for you.
  - You are allowed to assign homework.
  - Not everyone’s grades have to be calculated the same way.

- Committee Accountability
  - Teach students appropriate ways to hold each other accountable.
    - Be specific in your complaints
    - Be respectful
    - Assume good intentions from others
    - Some people are bad at their job. So, move on.

- “Don’t give me your best, give me my best” – Adam Carolla
Accountability
The Committee System

- 6 Permanent Committees
  - Executive Committee
  - Public Relations Committee
  - Campus Life Committee
  - Assemblies Committee
  - Renaissance / Five Star Committee
  - Activities Committee

- Students are held accountable to each other more than you.
Executive Committee

- All the presidents, ASB VP, treasurer and secretary
- Handle daily financial approvals
- Over see individual class business
- Misc. events
Public Relations Committee

- Public Relations
  - 5-6 members
  - Campus paper advertisements
  - Social Media Posts
  - Order and restock of room supplies
4-5 Members

- Oversee all clubs and club paperwork on campus
- Oversee all club and ASB fundraising (including paperwork)
- Maintains involvement in our surrounding community.
- In charge of Inter Club Council
- Provide training for club presidents and treasurers on ASB policies and procedures
- Issue “infractions” to clubs
Assemblies Committee

- 5 General Members and 1 Technical Director
  - Produce 4 rallies a year
  - Create and perform lunch time activities
  - Produce a rally for 8th grade welcome
  - File paperwork for facility usage
  - Organize technical needs for assemblies
  - Create student excuse list when kids are out of class
Renaissance / Five Star

- 4-5 Members
  - Athletic recognition and support
  - Performing arts recognition and support
  - Student recognition
  - Faculty recognition
  - Produce the Senior College Acceptance Assembly
Activities Committee

- 4-5 members
- Produce 4 dances a year
  - Hoco
  - Winter Formal
  - Sadies
  - Prom
- Produce a budget / worker schedule for each event
Veeps

- Freshmen VP – Assemblies
- Sophomore VP – Activities
- Junior VP – Activities
- Senior VP – Renaissance or Campus
Traditions

- Don’t be afraid to make changes
  - Be prepared for the consequences especially financial ones
  - Give up on the seniors and target your change on the freshmen
- We can’t change things back until we change them
- No one ever sets out to start a tradition
  - Traditions naturally develop over time when we in ASB have provided events that people come to enjoy and repeat.
- When adults say “this is our new tradition” it is usually stupid.
If you are untenured pace yourself

You must be willing to let them fail
  - If students know you will bail them out then they will not try
  - Cancel an event if they do not meet deadline
    - Keep tissues in your office, there are usually lots of tears
    - The ones that cry the most will often turn out to be your best

If you don’t get in a little trouble you are not trying hard enough
  - You will always be there longer than an administrator
Sling.is

- Professional employer scheduling software (free)
- Schedule student work shifts
  - Allows students to swap shifts
  - Allows students to pick shifts based on availability
  - Students create shifts based on estimated work load
  - Hours are used as part of participation grade
Your job

Focus on

- Make sure the students are doing their jobs
- Meet with committees based on what events are up coming
- Delegate, delegate, delegate
- When you get in trouble everyone gets in trouble