

ADVISER'S checklist

February 2018

“ QUOTE OF THE MONTH ”

A leader is one who knows the way,
goes the way, and shows the way.

– John Maxwell



MONTHLY TO DO'S

| DESCRIPTION | ASSIGNED TO | DUE BY | DONE |
|---|-------------|--------|------|
| <p>Last Call! Regional Conference Registration: Locations are filling up! Make sure to get your seats for one of our top programs. Learn dozens of new program ideas, engage in leadership activities and network with students from across the state! Regional dates and locations (and full event details) can be found at mascmahs.org/regional-connect-conferences.</p> | | | |
| <p>Student Citizenship: A great activity that can be student-led is the concept of "Student Citizenship." A pillar in leadership curriculum, the concept of teaching positive interactions and outcomes goes hand-in-hand with citizenship. For content and activity ideas that can be student-led, check out this document: https://goo.gl/zswHZ.</p> | | | |
| <p>2018 State Awards: If you have not already done so, consider assigning student teams to review and apply for the many state awards your group is eligible for. This process not only honors the hard work and dedication of your students, but it's also an educational addition to your program. To review our state awards and timeline, visit mascmahs.org/award-information-and-rubrics.</p> | | | |
| <p>Valentine's Day Blood Drive: A very fitting time of year for your school to give back to those that need it most. Blood drives are easy to run and a benefit thousands. For more information or to set-up your blood drive, contact Allison Beers at Abeers@miblood.org.</p> | | | |

MONTHLY TO DO'S CONTINUED...

| DESCRIPTION | ASSIGNED TO | DUE BY | DONE |
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| Valentine's Day Fundraisers: Make sure to review your school's fundraising protocols in preparation for the season's fundraising efforts. Valentine's Day festivities are easy to manage and fun for your entire school. Sell roses, candy, "Crush" soda or other materials to earn a few bucks toward your bottom line. A fun twist is to sell these items anonymously and charge students to reveal their secret admirer! | | | |
| Submit a Showcase Presentation: Student presentations are designed to showcase the best programming in the state of Michigan! Make sure your students consider submitting a presentation to highlight your school's activities and for a chance to be selected to present at our State Conference! Showcase presentation details can be found here: https://goo.gl/yDdVBP . | | | |
| 2017-18 Charity of the Year: Mental Illness affects all of us in some shape or form. To help combat this prevalent issue, we are very happy to be working with our 2017-18 Charity of the Year: the National Alliance of Mental Illness – Michigan. Get the full details on how your school can get involved: https://goo.gl/sFFjVv . | | | |
| Review Past Checklists: Lots of great reminders and ideas all year long! Review past checklists for the 2017-18 school year: mascmahs.org/monthly-checklists . | | | |

AWARENESS

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| 2018 State Conference: Registration for the State Conference is open! Make a plan to ensure that all interested students can attend. Join our biggest program of the year, celebrating student achievement with impactful keynote speakers, structured activities, student networking and so much more on March 24-26, 2018 at the Amway Grand Plaza Hotel in Grand Rapids! Required forms and registration are available at: mascmahs.org/student-state-conference . | | | |
| Membership Referral Discounts: After you submitted your 2017-18 membership form, a secondary referral form was emailed your way. This allows you, our member schools, a chance to earn money back off their membership dues by referring a local middle or high school to join MASC/MAHS Michigan Student Leadership. Please help spread the word, spread the love for leadership and earn some money back! Questions? E-mail gails@michiganprincipals.org . | | | |

OPPORTUNITIES

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| <p>Michigan Student Board of Delegates: Join the top student leaders in Michigan as a Center Representative! The Michigan Student Board of Delegates application is live. For full information on applying to this incredible organization, visit: mascmahs.org/bod.</p> | | | |
| <p>State Conference Adviser Program: One of the best features of our State Conference is specifically geared toward Activity Advisers. During our Sunday, March 25 conference schedule, we have five unique adviser sessions, with content provided from some of our nation's top adviser presenters. If you are not attending this year's conference with a student group, contact Matt Alley at matt@mascmahs.org to reserve your spot for Sunday's Adviser program.</p> | | | |
| <p>Spring Adviser's Workshop: We are excited to introduce our new Spring Adviser's Workshop! This is a national workshop, uniting advisers from across America for the very best in of resources, networking and great ideas sharing on Student Activities to take back to your school. Join us on the weekend of April 20-22 in Grand Rapids. Get more information: https://goo.gl/xjXiwE.</p> | | | |
| <p>Executive Forums: Let's take it to the next level! If you would like to schedule a personal workshop to help your student leaders in conducting a constitutional review, creating by-laws, understanding executive roles and responsibilities and goal setting, contact the MASC/MAHS Michigan Student Leadership office at info@mascmahs.org or (517) 327-5315.</p> | | | |

JUST FOR FUN

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| <p>Monthly Icebreakers:</p> <ul style="list-style-type: none"> • What Have You Done Lately? This is a fun engagement activity that focuses on looking to the past and reviewing positive accomplishments with your group. Pass out cards with age labels ranging from "Under 5" to "Under 17." After all students have a card, have them think of something they accomplished before reaching that age. This activity can also be done by passing out coins, using the year the coin was minted as the accomplished timeline. • Bad Jokes: Assemble two or three student teams. Give each team 10 min. to find as many bad jokes as they can and record the jokes for easy reference. One student from each team then takes turns facing off, reading their bad jokes one at a time. Points are awarded for each "laugh" they generate from the opposing team. | | | |