

Timeline for Positive Purpose Project Showcase

Blue Italics – Teacher/Staff Tasks for Coordinating Showcase

Red –Involves Student Ambassadors

September:

- *Designate a Positive Purpose Project (PPP) Point Person*
- *Optional: Form a PPP committee*

October

- *Ambassador elections*
 - *Point Person supports teachers with elections, as necessary*
- *Decide when/where PPP meetings will be held and who will lead them (likely PPP point person or a member of the committee)*
- *Set dates for November PPP meetings*

November:

- *Prep for PPP Meetings*
- **Ambassador PPP Meeting 1: Ambassadors Orient to roles and Sign Contracts**
- **Ambassador PPP Meeting 2: Skillbuilding and Teamwork**

December:

- **Ambassador PPP Meeting 3: Brainstorm ideas for PPP**
- **Ambassador PPP Meeting 4: Select idea for PPP**
- *Schedule meeting between Administrators and Ambassadors for January*

January

- **Ambassador PPP Meeting 5: Create PPP Proposal and Practice Presenting [OUTSIDE MEETING STRUCTURE: Present PPP to Administrators]**
- **Ambassador PPP Meeting 6: Conflict Management Skillbuilding**
- *Decide on format of Showcase*
 - *School-wide Assembly (Ambassadors present to whole school)*
 - *Inter-school Meeting (multiple schools' Ambassadors)*
 - *Community presentation (Parents and community members attend)*
- *Select location and date for Showcase*
 - *Could be a local college/university to encourage college-going mindset*
 - *Could be one school in the district to gather multiple schools together*
 - *Could be held in a donated community facility*
- *Create Draft Agenda for Showcase*

- *Decide on Additional elements for Showcase*
 - *Guest Speaker (s) or Panel*
 - *Superlative Awards for classrooms or for school teams (depending on size of gathering)*
 - *Food*
 - *Timing and transportation /parking*
 - *Teambuilding or other activities*
 - *Consider budget limits and possible fundraising/sponsorship options*

February:

- **Ambassador PPP Meeting 7: Start action plan for PPP, assign roles to implement action plan**
- **Ambassador PPP Meeting 8: Start action phase for PPP (execute plan)**
- *Finalize logistics:*
 - *Date*
 - *Location*
 - *Additional elements*
 - *Guest Speaker/Panel*
 - *Food*
 - *Transportation/chaperones*
 - *Awards*
 - *Decorations*
 - *Invitations*
 - *Take-aways for the students who attend*
 - *Other*
 - *Create Agenda Draft (Outline of day)*

March/April:

- **Ambassador PPP Meetings: Carry out PPP during this month**
- *Finalize Agenda for Showcase (Outline of the day)*
- *Create Showcase Script (Exactly what people will say and flow of movement for the day)*
- *Finalize Superlative Awards*
- *Create Checklist for Day-of Showcase*
- *Order Supplies for Showcase*

May:

- **Ambassador PPP Meetings: Begin preparation for demonstration at Showcase – video, PowerPoint, Poster Board etc.**
- *Finalize Agenda and Script*
- *Finalize Checklist for Day of Showcase*
- *Create and Finalize all additional materials*

June:

- **PPP Showcase: Demonstrate and celebrate success!**
- *Execute plan!*
- *Debrief to plan better for next year*

Timeline for STAT Showcase

Blue Italics – Teacher/Staff Coordinating Event

Red – Involves Student Ambassadors

September:

- *Designate a STAT Point Person*
- *Optional: Form a STAT committee*

October

- *Ambassador elections*
 - *Point Person supports teachers with elections, as necessary*
- *Decide when/where Ambassador STAT meetings will be held and who will lead them (likely STAT point person or a member of the committee)*
- *Set dates for November STAT meetings*

November:

- *Prepare for Ambassador meetings*
 - **Ambassador STAT Meeting 1: Ambassadors Orient to roles and Sign Contracts**
 - **Ambassador STAT Meeting 2: Train for STAT in November**
 - **During STAT: Classroom selects a topic to work on**
 - NOTE: “During STAT” refers to the MOSAIC class time that is labeled STAT (Activity 3 of November-February)

December:

- **Ambassador STAT Meeting 3: Debrief from STAT in November**
- **Ambassador STAT Meeting 4: Prepare for STAT in December**
- **During STAT: Classroom solidifies an action plan and prepares presentation for feedback**
- **Whole Classroom: Carries out STAT action plan outside of MOSAIC class time**

January

- **Ambassador STAT Meeting 5: Debrief from December STAT**
- **Ambassador STAT Meeting 6: Training and brainstorming to revise or create new proposal as needed, based on feedback received and draft an action plan**
- **During STAT: Classroom refines action plan, possibly picks a new topic for new action plan**
- *Decide on format of Showcase*
 - *School-wide Assembly (Ambassadors present to whole school)*
 - *Inter-school Meeting (multiple schools Ambassadors)*
 - *Community presentation (Parents and community members attend)*
- *Select location and date for Showcase*

- *Could be a local college/university to encourage college-going mindset*
- *Could be one school in the district to gather multiple schools together*
- *Could be held in a donated community facility*
- *Create Draft Agenda for Showcase*
 - *Decide on Additional elements for Showcase*
 - *Guest Speaker (s) or Panel*
 - *Superlative Awards for classrooms or for school teams (depending on size of gathering)*
 - *Food*
 - *Timing and transportation /parking*
 - *Teambuilding or other activities*
 - *Consider budget limits and possible fundraising/sponsorship options*

February:

- **Ambassador STAT Meetings 7 & 8: Troubleshoot STAT as needed**
- **During STAT: Classroom refines new action plan and prepares presentation**
- **Whole Classroom: Carries out STAT action plan**
- *Finalize logistics:*
 - *Date*
 - *Location*
 - *Additional elements*
 - *Guest Speaker/Panel*
 - *Food*
 - *Transportation/chaperones*
 - *Awards*
 - *Decorations*
 - *Invitations*
 - *Take-aways for the students who attend*
 - *Other*
 - *Create Agenda Draft (Outline of day)*

March/April:

- **Ambassador STAT Meetings (2/month): Troubleshoot STAT as needed, begin Showcase preparation**
- **During STAT: Classroom may continue STAT work as needed**
- *Finalize Agenda for Showcase (Outline of the day)*
- *Create Showcase Script (Exactly what people will say and flow of movement for the day)*
- *Finalize Superlative Awards*
- *Create Checklist for Day-of Showcase*

- *Order Supplies for Showcase*

May:

- **Ambassador STAT Meetings (2 meetings): Prepare for Showcase**
- **During STAT: Classroom finishes up STAT as needed and prepares for Showcase, as needed**

- *Finalize Agenda and Script*
- *Finalize Checklist for Day of Showcase*
- *Create and Finalize all additional materials*

June:

- **STAT Showcase: Demonstrate and celebrate success!**

- *Execute Showcase plan!*
- *Debrief to plan better for next year*