

Other Leadership Training

Evidence of leadership training provided to other clubs or to the general population of the student body

Our Inter-Club Council President, Kelly Kartchner, and Committee Trustee, Curtis Chasman, hold meetings once a month for club presidents for leadership training. They teach them about meeting minutes, purchase orders, and how to run their website. Below are some agendas from past meetings. Also, on the ICC website they have a “Club Locker” that has many PDFs and documents to help clubs learn about leadership. The link: <https://dhhs.schoolloop.com/dhhsclubs>

ICC Meeting Agenda, October 14th

1. **Club Websites:**

I have received all but 4 personal emails; please see me after HOSA, Safe Rides, Surfrider Foundation, & Tabletop and DnD.

These emails are going to be used to allow you access to your club websites.

Currently your websites consist solely of your club name and the required disclaimers from the district (if you do not see your club on the website please see me); you will be needing to input everything else yourselves. See list below. Expect a deadline sent to you through the remind app once everyone has been given access. Failure to complete websites on time will result in a strike.

2. **Website Requirements:**

Websites must include: President(s) contact information (**your loopmail emails**), a list of club officers, your club constitution, who your advisor is, what room you meet in, your advisors extension, a club description, and a description of what your service project is going to be for the first semester.

3. **Meeting Minutes:**

Meeting minutes must be submitted to the ICC box on Mr. Nedler's door by the first of the next month (ex. November meeting minutes must be submitted by the first school day of December). They will be logged onto your websites once they are up and running. Failure to submit on time will result in a strike.

4. **The New Remind:**

There is a new remind only for Club Presidents. Invitations to enter this remind were sent to each of you either by phone or by email last Friday; however, if you did not receive an invitation please text "@fchbkb" to the number 81010.

5. **Service Projects:**

Your service projects are due December 9th, so please plan accordingly.

Next Two ICC Meetings: Monday, November 4th.

Monday, December 2nd.

If you have any questions feel free to loopmail me, Kelly Kartchner! You may also submit questions to the ICC box or Remind me.

ICC Meeting Agenda, December 9th

1. Club Websites:

Currently your websites consist solely of your club name and the required disclaimers from the district (if you do not see your club on the website please see me); you will be needing to input everything else yourselves. See list below. Websites must be done by **TODAY BY 6 PM**. Failure to complete websites on time will result in a strike.

2. Website Requirements:

Websites must include: President(s) contact information (**your loopmail emails!!**), a list of club officers, your club constitution, who your advisor is, what room you meet in, your advisors extension, a club description, and a description of what your service project is going to be for the first semester.

3. Meeting Minutes:

Meeting minutes must be submitted to the ICC box on Mr. Nedler's door by the first of the next month (ex. November meeting minutes must be submitted by the first school day of December). **YOU HAVE TO BE HAVING A CLUB MEETING AT LEAST ONCE A MONTH**. They will be logged onto your websites once they are up and running. Failure to submit on time will result in a strike. **MANY OF YOU HAVE NOT BEEN TURNING THEM, SO PLEASE TURN IN ANY LATE ONES!!!**

4. The New Remind:

There is a new remind only for Club Presidents. To enter if you still have yet to, please text "@fchbkb" to the number 81010.

5. Service Projects:

Your service projects are due **December 12th**, so please plan accordingly. This is an extension so please get them done. You have had the whole semester. Please take pictures and upload all of the information to your websites.

6. CULTURE FAIRE: Culture Faire is coming up on **February 13th**. Please work on your Step 1 Culture Faire Applications. They need to be in to me by **January 8th**.

Next Two ICC Meetings: Monday, January 20th.

Monday, February 3rd.

If you have any questions feel free to loopmail me, Kelly Kartchner! You may also submit questions to the ICC box or Remind me.

