

North Salem's Program

No Boys Allowed - "NBA"

- A. Overall Keys:
 - a. Timing:
 - i. Avoid testing times
 - 1. SAT – AP for high school
 - 2. District – State exams mid-school
 - ii. Date 1 to 2 weeks before mid-school registration for high school classes
 - b. Door prizes
 - c. High school student involvement:
 - i. organize,
 - ii. publicize – “Flash and Dash”,
 - iii. run and
 - iv. are volunteer assistants during centers at conference.
 - d. Teachers teach centers → time essential
- B. Preconference – student responsible for each of the following – select team leaders
 - a. Transportation
 - b. Flash and Dash:
 - i. Develop presentations → suggested topics:
 - 1. Robotics
 - 2. CAD – 3D
 - 3. Programming
 - 4. games
 - 5. fractals
 - ii. schedule feeder middle schools - connect with best teacher at mid-school
 - 1. tech teacher – robotics club advisor
 - 2. math
 - 3. science
 - iii. sign-up sheet: school, name, phone #, (class-teacher)
 - iv. hand-out parent-photo permission form
 - v. set up time to collect/send completed forms
 - c. Conference Description - Parent/photo permission form
 - i. Create form
 - 1. new date
 - 2. door prize list
 - 3. last year's picture
 - ii. Distribute at flash and dash
 - iii. Have mid-school teacher collect
 - iv. Database of those with parent permission

- d. Food:
 - i. Find donation
 - ii. Order
 - iii. Delivery – pick up
 - iv. Plates/cups/napkins
 - v. Location
 - vi. tables
- e. T-shirts
 - i. Design – approved
 - ii. Order t-shirts
 - 1. sizes
 - 2. cost
 - iii. Pick up t-shirts
- f. Get teachers - labs
 - i. Subjects
 - ii. Labs available
 - iii. Preferred times
- g. Get student volunteers
 - i. Workshop assistants
 - ii. Other day-of-event tasks
- h. Lunch-guest speaker - contact
- i. Door prizes:
 - i. Grant - probably best by teacher
 - ii. Donations - students
- j. Publicity
 - i. Posters-banners at mid-school
 - ii. School newspaper article
 - iii. Local paper
 - iv. Mid-school paper

C. Conference Day:

- a. Signs pointing to location
- b. Registration table
 - i. Check if preregistered (parent form turned in)
 - ii. Hand out t-shirt
 - iii. Give schedule to student – equalize #s in groups
 - 1. random
 - 2. let groups of friends together
- c. “Centers” → Usually 4 class rotation selected from the following:
 - i. Programming– graphics/animations
 - ii. CAD
 - iii. Networking-Cables
 - iv. Engineering Design – wood working
 - v. Robotics
 - vi. Hardware

- d. Guest speaker – if possible, former female student working in tech
 - i. Greet
 - ii. Accompany
 - iii. Walk out
- e. Lunch
 - i. Set up food
 - ii. Garbage cans
 - iii. Clean up
- f. Door prizes
 - i. Location for drawing
 - ii. Bring down
 - iii. Hand out conference evaluations
 - iv. Use evaluation sheets as door prize coupon
- g. Clean up
 - i. Sign collection
 - ii. Return tables/desks

D. Post-conference:

- a. Thank you notes
 - i. mid school teachers
 - ii. teachers
 - iii. donations
 - iv. guest speaker
- b. Team leaders - volunteers
 - i. Post-conference evaluation
 - ii. If \$, give a door prize to this group
 - iii. List of volunteers for
 - 1. extra credit
 - 2. academy requirements
- c. Feeder middle school follow-up visits, for **class registration for next year:**
 - i. Career stats → see PowerPoint presentations:
 - 1. Salaries
 - 2. Job opportunities
 - 3. Helping society
 - 4. Scholarship opportunities
 - 5. College Credit Now
 - 6. Paid Internships
 - ii. Get list of students that want to sign up
 - 1. specific tech courses
 - 2. Computer Science –
 - 3. Interdisciplinary:
 - Honors Geometry mix → do homework on computers

- E. Ways to cut costs
 - a. no t-shirts
 - b. pizza donations
 - c. no transportation
 - d. avoid workshop's with materials → woodworking

- F. Other Useful Recruiting Ideas
 - a. Tech Conference → Student lead technology conference for fellow students
 - b. Interdisciplinary Math-CS sequence → back to back with Honors Geometry Course {A-B Schedule}
- 1st year:
 - 3 weeks QBASIC → graphics and animation {for, if}
 - Alice or Scratch
 - Python or Pascal

- Combine most with Honors Geometry → practical purpose

- AP: Java and/or C++

- G. Other attempts that were somewhat effective, but didn't seem to be enough:
 - a. Send letters to 8th graders – see attached
 - b. Visit high school classes before registration date
 - c. 8th Grade Parent Orientation – Visitation
 - i. gym table and activities,
 - ii. parents in discussion groups,
 - iii. All 8th graders watching PP discussing academies
 - iv. Whole school, ineffective – boring, too long
 - v. Parent Tech evening only – effective, especially tied to registration date