

Verona FFA Chapter

Agricultural Education Department

Verona R VII High School

P.O. Box 7 * Verona, MO 65769 * (417) 498-6775 * jcmoore@verona.k12.mo.us * www.geocities.com/veronaffachapter/home.ntml



To: Verona FFA Executive Committee
From: Joe C. Moore, Advisor
RE: **2007 Summer Executive Retreat**

Thursday, July 5, 2007

Greetings!

Good Grief this summer is going by fast! I hope you have gotten quite a bit accomplished. I never seem to get everything done that I plan, but then I always plan too much for myself.

The Verona Officer Retreat will be Wednesday 11 July – Friday 13 July. An Itinerary and other details of our activities are enclosed. This is a preliminary schedule and is subject to revision. This is a VERY important activity, as we will be going over the Program of Activities, officer & committee chair orientation/training, and goals for next year.

Ladies & Gentlemen, if you have to miss anything this year, PLEASE DO NOT MISS THIS RETREAT!

Please take note of some important details...

All rules pertaining to student conduct and behavior as adopted by the Verona R VII School District and the Agriculture Department will be followed and enforced. Students will conduct themselves accordingly

Please bring with you the following items...

q Payment for the following activities... **Lodging: *** **\$23.00**

*** Pay to Verona FFA July 11**

Money for outside meals and whatever spending money you need.

Thursday Activity:	\$22.00
2 – Fast Food Meals	\$20.00
Other?	\$?????
Total	\$65.00



***Summer Executive
Retreat!***

- q Completed Permission Slip (enclosed)
- q Writing Pad & Pen or Pencil
- q A detailed plan and shopping list for your meal responsibility (details further on in this letter)
- q Toiletries & Appropriate Clothing for three days (also bring your executive polo shirt)
- q Optional Items...

- | | |
|---|--|
| J Snacks (vending machines are expensive) | J Extra Spending Money |
| J Playing Cards | J Book |
| J Bathing Suit | J Sun Screen |
| | J Etcetera, |
| | J Your Binky (whatever gets you through) |

Please use common sense however and avoid going overboard with extra items.

Retreat Rules

1. The purpose of this retreat is for creating personal and chapter goals, planning activities for the year, and to receive personal training in your respective offices. Students are expected to approach these tasks in a professional manner and be attentive and detail oriented in their duties.
2. Do NOT leave the cabin complex grounds without an adult chaperone.
3. NO ONE is to be out of his or her cabin after lights out unless staying there results in eminent DEATH! (Fire, tornado, etc.)
4. When swimming, make sure that you are in groups of two or more. Do NOT go anywhere by yourself.
5. Make sure that Mr. Moore knows of your whereabouts at ALL TIMES!
(In the cabin is sufficient, I don't need to know about your BM schedule and hygiene habits)
6. Cell phones are to be left with Mr. Moore upon arrival at the cabins. NO phone calls to boyfriends, girlfriends, "other" friends, work or anyone else will be allowed. Special permission may be given to call home in the event of emergency or previous obligation to parents to "check in". Such calls will be limited to 10 minutes. Focus on training, not your social life.
7. No one (except chaperones) is to be in the cabins during session breaks.
RE-ENERGIZE! Don't sleep!
8. All students are required to participate EQUALLY in the planning and execution of meal and eye opener duties. This is a team effort with all pulling their share of responsibility.
9. Common sense and responsibility are not only encouraged, but also expected. Do not succumb to temptation. If you know you should not be doing something, then do not do it. If you wish to be treated as mature adults, then you are expected to behave that way.
10. All Officers and Chairs should make efforts to leave this retreat with a plan and a mission to.....

« Accomplish Our Chapter & Individual Goals

« Motivate and Encourage Our Members, and

« Instill A Sense of Pride and Accomplishment in the Success of the Verona FFA!

Food Preparation Responsibilities & Schedule.



Committee members will be responsible for cooking meals during the retreat. You will be grouped in teams of two. Each team will be responsible for one meal. This includes, but is not limited to.....

1. Planning the menu for the meal,
2. Developing a shopping list and obtaining the necessary ingredients for the meal,
3. Preparation and serving of the meal, and
4. Cleanup of dishes, cooking utensils and dining area.

We will stop by a grocery store on the way to the cabins. Each meal team will then shop for the items they need for their meal. It is highly recommended that you get with your fellow committee member and plan the menu, shopping list etc. **TOGETHER**. Items such as flour, sugar, etc. that can be purchased in quantity should be pooled with the other meal teams. Please compare notes with one another as you shop. Each team's budget will be **\$25.00**. Please plan to feed ten individuals per meal. A food-planning chart is enclosed to help you to plan.

The Cabins that we have rented will have plates, cooking utensils, cutlery etc. If you would like to bring items from home that you feel you must have and cannot do without in order to prepare your meal, you may do so. This is provided that you are responsible for them and that the amount of items doesn't exceed reason. We are limited on space. If weather permits, meals will be served in a lawn area between the cabins on picnic tables. These will definitely need to be cleaned before and after the meal.

Meal	Day	Team
Dinner	Wednesday 11 July	Eat at Fast Food Joint (quick & cheap)
Supper	Wednesday 11 July	Frank, Jori & Tommi
Breakfast	Thursday 12 July	Darlene & Devin
Dinner	Thursday 12 July	Amanda & Zach
Supper	Thursday 12 July	Evening Out
Breakfast	Friday 13 July	Geoffrey & Carter

A note of advice, keep in mind that not everyone may share the same tastes as you do. Take this into consideration as you plan your meal. Also, be considerate of others if you should not be thrilled with the meal that someone else prepares. This is not only an exercise in planning and preparing a meal or performing a duty, but also in working and relating well to others. Tact, diplomacy and good manners should be observed. Appreciate their efforts.

Morning Eye Opener!



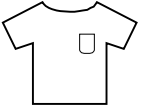
Officers will be responsible for the morning eye openers. These should be short (less than 15 – 20 minutes), **fun activities** that involve the whole group and help them to "Wake Up"! These can be silly games, short nature hikes, group sing a longs, or anything that you can come up with! Remember the idea is to get everyone's blood moving and to start off the day with a smile. Keep in mind the following guidelines.

1. Make sure the activities are **FUN!**
2. Make sure that it is interactive and encourages everyone to participate! We are trying to build **POSITIVE** teamwork skills & interaction.
3. **Be enthusiastic!** If you don't enjoy the activity, no one else will either.
4. Try to be original and creative; don't be scared to look silly!
5. Activities must not be mean spirited, cruel, overly vulgar, abusive, illegal or pornographic. Keep it **FUN** for everyone. (Obnoxious and mildly gross are OK).
6. Try to involve physical activity if you can.
7. Activities must be simple enough that cleanup is fast and easy.
8. Any items that need to be purchased or obtained are the responsibility of the group of three that are conducting the eye opener (keep it fun, but keep it cheap!) (Don't forget prizes for the winner!)
9. Make sure that the activity includes you and your team, as well as the other officers (not much fun w/ 3 leading 5).
10. Be sure and have the activity well planned out and who is responsible for what. Do a practice run ahead of time with each other, younger siblings, the dog whatever. Always know how it **SHOULD** turn out and make sure it does.

Eye Opener Team	Day
Darlene & Amanda	Thursday
Amanda & Darlene	Friday

General Overview of Retreat Activities

T-Shirt Design



We will be selecting the design for this year's chapter t-shirts. If any members have submitted designs to you, please be sure and bring them with you. Also if you have any designs of your own to submit, please do so. Be as detailed as you can but still able to communicate the message. You do not have to be an artist to do this, just a rough drawing will do. I will clean it up for the final design once it is selected. Remember, whoever has the winning design gets their t-shirt and dues paid for FREE!

Individual Training (IT)



Thursday afternoon, each officer & chair will go through an individual training session to address specific items important to his/her duties and responsibilities. Be sure and be thinking about your position and about any concerns or questions you may have. This is "one on one" time away from the group to be able to discuss items of concern to you. Each person has an IT time. Be sure and be at the main cabin on time so that everyone will be able to get his or her allotted time needed.

Program of Activities (POA) & National Chapter Award



Wednesday we will be going over the POA for this coming year. This is very important to the chapter, as it is the map by which all activities are conducted. Please be prepared with ideas, concerns, and suggestions for this coming year. Ask yourself questions as to what goals would you like the chapter to pursue? What activities should we consider adding or removing? What would you like to see changed or improved? Do not be afraid of bringing up things that you may be uncomfortable discussing. The purpose of a retreat is to be in a relaxed environment where everyone's ideas can be heard and discussed. Keep in mind though that we are not there to air old gripes or grievances, but to discuss items of concern in a mature and positive way. The central questions should be

"How can we make our chapter better?"

Leisure Time & Activities



During the time that you are not in IT, you will have some items that I will ask each of you to do before that evening. When you are finished with these, you will have time to relax and unwind. The cabins have a swimming pool, arcade, open field and playground equipment on site. DO NOT go to the dock or swimming area by yourself, please go in a group of at least two, as there will be no lifeguards. If you wish to bring a playstation, book, deck of cards, etc. you may do so. These are to be used during FREE time however, not when you have responsibilities or better things to be doing.

Thursday Evening Meal



Thursday evening you will need to dress casual, but presentable (wear your executive shirts). We will eat at the **Golden Corral** in Branson. Enclosed is a list of items included on their buffet. It is HUGE! If you can't find anything to your liking on this menu, you're too darn picky! The Verona FFA Booster Club sponsors the meal.

Thursday Evening Activity



Thursday evening we will also be going to Celebration City in Branson! Tickets are about \$22 with a coupon (You will get this at the retreat from me). They have 30 different rides, gift shops, food vendors and fireworks, music and laser light show each evening! If you wish to buy any merchandise or food items, you will need spending money.

Friday Morning Wrap Up Session & Check Out.



Friday morning after breakfast, we will have a final session summarizing the retreat and addressing some final thoughts that we may have. We will need to be checked out by 10:30 am. So try to be packed and ready to go by breakfast time.

Friday Afternoon Excursion to Branson Landing.



Friday afternoon, we will travel to Branson Landing. You will have the opportunity to explore Branson's newest attraction, shop, browse and eat dinner (lunch). We will spend approximately 3 hours or so here before returning to V-Town!

Verona FFA Summer Executive Retreat Itinerary

2007

(Revised 7-9-07)

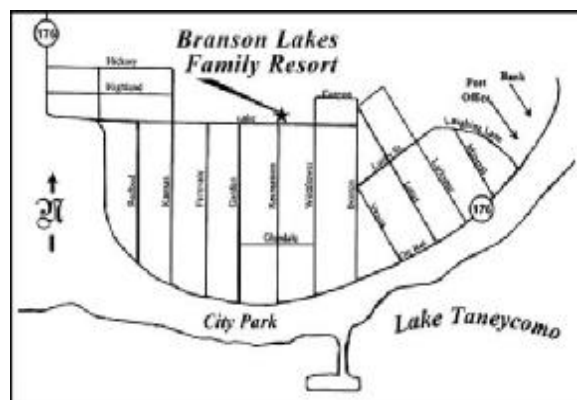
Wednesday 11 July

Eat Breakfast BEFORE you leave home!!!

- 8:45 am Arrive at Verona Ag Building.
- 9:00 am Leave Verona for Springfield
- 10:15 am Executive Photos – Life Touch Studios (Change into Official Dress)
- 11:30 am Dinner = Quick & Cheap
- 11:45 am Leave for Grocery Store in Ozark
- 12:30 pm Shop for groceries for meals (stay within your budget!)
- 1:15 pm Leave for Rockaway Beach
- 2:30 pm Arrive at Branson Family Resort
Check in, unpack, and relax



**200 Lake Street
P.O. Box 86
Rockaway Beach, MO 65740
417-561-4135
1-800-886-9184**



Subject to Revision { **Cabin 14:** Darlene, Amanda, Jori and Ms. Karen Rogers
Cabin 20: Frank, Geoffrey, Carter, Tommi, Devin, Zach & Mr. Moore

4:00 pm **Session 1: Round Table Meeting**

- Thoughts for the Retreat
- Rules to remember
- Theme for the year
- Chapter T- Shirts
- Chapter Status: Members, Money & Motivation

6:00 pm Supper – Frank, Jori & Tommi!

8:00 pm **Session 2: Group Training Session**

- Officer Handbook – Moore
- Professionalism, Meetings, Responsibilities, Duties &
The Ten Commandments for FFA Officers – Darlene & Amanda
- Goals for the year "Let's Brainstorm!" – Amanda & Darlene
- "Now that you've got the title, let's talk about the job." OR Priorities, Time Management, Dealing with Teachers, Duties and other "stuff" – Moore

9:30 pm Adjourn

11:00 pm Lights out.

Thursday 12 July

- 6:00 am Rise & Shine!
- 7:00 am Breakfast – Darlene & Devin!
- 8:00 am Good Morning! – Eye Opener!! – Darlene & Amanda!
- q Goals for the day – Darlene
 - q Today's Assignment! – Moore
 - q Announcements (if any) & Schedule for the day's activities
- 8:20 am **Session 3: National Chapter Award Application –“What is it?!”**
- Anatomy of the National Chapter Award Application
 - Overview of Scoring Criteria & Judging Tips from National FFA.
 - 2006 Verona Application – Overview of Strengths & Weaknesses
 - “Putting it all together AS A TEAM” - Steps to succeed Round Table.
- 10:00 am 15-minute break
- 10:15 am **Session 4: Program of Activities**
(Breaks between sections or as needed)
- Committee Assignments
 - POA Evaluation
 - Alignment with the National Chapter Application
 - Activities, Goals & Efficiency.
- 12:00 pm Dinner – Amanda & Zach!
- 1:00 pm IT – President
- 1:30 pm IT - Sentinel
- 1:45 pm IT – Vice President
- 2:30 pm IT – Secretary
- 3:30 pm IT – Reporter
- 4:30 pm IT – Committee Chairs – Amanda & Darlene
- 4:30 pm IT – Treasurer
- 5:45 pm Supper – Golden Corral (Be Prepared to Leave Earlier)
- 7:00 pm Evening Activity – Celebration City!
- 10:30 pm Back to Cabins
- 11:30 pm Lights out.

Friday 13 July

- 6:00 am Rise & Shine!
- 6:30 am Breakfast – Geoffrey & Carter!
- 7:15 am Good Morning! – Eye Opener!! – Amanda & Darlene!
- 7:30 am **Session 5: Wrap Up** – Darlene & Amanda
- Goals for the Year! - Darlene
 - Closing thoughts, comments & Wrap up activity! - Amanda
- 10:30 am Be packed & ready to go.
- 11:00 am Check Out (Go to Branson Landing for “Hang Out Time” & Lunch, Leave at ~3:00 pm)
- ~5:00 pm Arrive back in Verona