

## AFJROTC IV SY 24-25 FALL SCHEDULE

DAY	DATE	LESSON NAME
Mon	12-Aug	Complete discussion on Cadet Guide and publish, complete name table plates (Ops/CC)
Tue	13-Aug	Assign expectations and responsibilities for staff members (CD/CC)
Wed	14-Aug	Create Locker assignments and pass out all codes to all cadets. Team Commander's Meeting at 1530-1630 (CC/CC, CD/CC, Supt, and LDR CC are present)
Thu	15-Aug	Create slide show for weekly briefings(CC/CC, CD/CC & Supt),
Fri	16-Aug	LE 400 Chapter 1 Lesson 1 WHAT IS MANAGEMENT Due today
Sat	17-Aug	Recommendation for Flt/CCs and Flt/Chiefs due to SMSgt Bell & ORDERS DUE ON 17 Aug (CC/CC)
Mon	19-Aug	Flt/CC and Flt Chiefs assigned Complete all classroom folders, complete all file cabinet folders (Ops/CC & XO) Parent Briefing in PAC
Tue	20-Aug	Flight Commander Meeting 1515-1615 (CC/CC, CD/CC Supt, and Ops/CC are present) All CADETS ISSUED a Hand receipt and completed in Wings (SS/CC)
Wed	21-Aug	Start working local community service events in Willis. (PA)
Thu	22-Aug	Flight Chief Meeting 1515-1615 (Supt and Deputy Ops/CC present)
Fri	23-Aug	Sign up sheets for Football Game Posted for 30 AUG (Parking, Flags, Color Guard & Concessions) Orders for flight positions due to SMSgt Bell LE 400: Principles of Management Chapter 1 Lesson 2 MANAGING THE CADET CORPS Due today
Mon	26-Aug	UPDATE WINGS WITH RETURNED DOCUMENTS(CONTRACT, PERMISSION SLIP) (OPS/CC load in Wings---all Filed by XO) LE 400: Principles of Management Chapter 1 Lesson 1
Tue	27-Aug	All CADETS ISSUED a Hand receipt and completed in Wings (SS/CC)
Wed	28-Aug	All CADETS ISSUED a Hand receipt and completed in Wings (SS/CC)
Thu	29-Aug	PFT assessment loaded into wings (Ops/CC)
Fri	30-Aug	PFT assessment loaded into wings (Ops/CC) LE 400: PoM Chapter 1 Lesson 3 MANAGEMENT & LEADERSHIP due today <b>FOOTBALL GAME</b>
Mon	2-Sep	Holiday
Tue	3-Sep	Update Outstanding Flight Weekly Load all LDR practices & Community service into WINGS (LDR/CC) Inventory all Male items (SS, Trousers, LWBJ and Service Coats)
Wed	4-Sep	Inventory all Female items (SS, Trousers, LWBJ and Service Coats)
Thu	5-Sep	Sign up sheets for Football Game 13 SEP Posted (Parking, Flags, Color Guard and concessions)
Fri	6-Sep	LE 400: PoM Chapter 2 Lesson 1 INITIATING & PLANNING A PROJECT Due today
Mon	9-Sep	Load all LDR practices & Community service into WINGS (LDR/CC)
Tue	10-Sep	Update Outstanding Flight Weekly Inventory all OCPs and shoes
Wed	11-Sep	<b>Event</b> Inventory all ABUs and corfams
Thu	12-Sep	Update Outstanding flight (Ops/CC and Ops/DC)
Fri	13-Sep	LE 400: PoM Chapter 2 Lesson 2 ORGANIZING & EXECUTING A PROJECT Due today <b>FOOTBALL GAME</b>
Mon	16-Sep	Load all LDR practices & Community service into WINGS (LDR/CC)
Tue	17-Sep	Update Outstanding Flight Weekly
Wed	18-Sep	
Thu	19-Sep	Sign up sheets for Football Game for 27 SEP Posted (Parking, Flags, Color Guard and concessions)
Fri	20-Sep	LE 400: PoM Chapter 2 Lesson 3 CLOSING OUT A PROJECT Due today Update Outstanding flight (Ops/CC and Ops/DC)
Mon	23-Sep	

Tue	24-Sep	Update Outstanding Flight Weekly
Wed	25-Sep	<b>Homecoming Parade @ Night mandatory</b>
Thu	26-Sep	
Fri	27-Sep	Update Outstanding flight (Ops/CC and Ops/DC) LE 400: PoM Chapter 3 Lesson 1 STARTING WITH A VISION OF SUCCESS Due today <b>FOOTBALL GAME</b>
Mon	30-Sep	Load all LDR practices & Community service into WINGS (LDR/CC)
Tue	1-Oct	Update Outstanding Flight Weekly
Wed	2-Oct	
Thu	3-Oct	Sign up sheets for Football Game for 11 OCT Posted (Parking, Flags, Color Guard and concessions)
Fri	4-Oct	
Mon	7-Oct	<b>FALL BREAK 9-11 OCT</b>
Tues	8-Oct	Update Outstanding Flight Weekly
Wed	9-Oct	
Thu	10-Oct	
Fri	11-Oct	<b>EARLY RELEASE END OF THE 1ST MARKING PERIOD</b> <b>FOOTBALL GAME</b>
M-F		14-18 Oct Mid Break
Mon	21-Oct	Sign up sheets for Football Game for 25 OCT Posted (Parking, Flags, Color Guard and concessions) Load all LDR practices & Community service into WINGS (LDR/CC)
Tue	22-Oct	Update Outstanding Flight Weekly
Wed	23-Oct	
Thu	24-Oct	
Fri	25-Oct	LE 400: PoM Chapter 3 Lesson 2 KNOWING HOW MUCH PLANNING IS ENOUGH Due today <b>FOOTBALL GAME</b>
Mon	28-Oct	Load all LDR practices & Community service into WINGS (LDR/CC)
Tue	29-Oct	Update Outstanding Flight Weekly
Wed	30-Oct	
Thu	31-Oct	
Fri	1-Nov	LE 400: PoM Chapter 3 Lesson 3 USING MEETINGS TO PLAN WITH OTHERS Due today
Mon	4-Nov	Load all LDR practices & Community service into WINGS (LDR/CC)
Tue	5-Nov	Update Outstanding Flight Weekly
Wed	6-Nov	
Thu	7-Nov	
Fri	8-Nov	LE 400: PoM Chapter 4 Lesson 1 IMPROVING YOIUR DECISION MAKING Due today
Mon	11-Nov	Load all LDR practices & Community service into WINGS (LDR/CC)
Tue	12-Nov	Update Outstanding Flight Weekly Potluck items divided between flights. Assigned to flights. Info returned to Ops CC by Fri 15 Nov
Wed	13-Nov	
Thu	14-Nov	
Fri	15-Nov	LE 400: PoM Chapter 4 Lesson 2 DECISIONS THAT ARE IMPORTANT BUT NOT URGENT Due today
Mon	18-Nov	Load all LDR practices & Community service into WINGS (LDR/CC)
Tue	19-Nov	Update Outstanding Flight Weekly
Wed	20-Nov	
Thu	21-Nov	<b>POTLUCK</b>
Fri	22-Nov	<b>STUDENT HOLIDAY///STAFF WORK DAY</b>
Mon		<b>25-29 Nov THANKSGIVING BREAK</b>

Mon	2-Dec	Load all LDR practices & Community service into WINGS (LDR/CC)
Tue	3-Dec	Update Outstanding Flight Weekly
Wed	4-Dec	Change of command script due to SMSgt Bell
Thu	5-Dec	
Fri	6-Dec	LE 400: Principles of Management Chapter 5 Lesson 1 TIME MANAGEMENT Due today
Sat	7-Dec	WILLIS CHRISTMAS PARADE MANADATORY EVENT WEEKEND
Mon	9-Dec	Load all LDR practices & Community service into WINGS (LDR/CC)
Tue	10-Dec	Update Outstanding Flight Weekly
Wed	11-Dec	
Thu	12-Dec	
Fri	13-Dec	LE 400: Principles of Management Chapter 5 Lesson 2 CHANGE MANAGEMENT Due today
Mon	16-Dec	Load all LDR practices & Community service into WINGS (LDR/CC)
Tue	17-Dec	Update Outstanding Flight Weekly <b>CHANGE OF COMMAND</b>
Wed	18-Dec	
Thu	19-Dec	LE 400: Principles of Management Chapter 6 Lesson 1 MOTIVATING OTHERS Due today
Fri	20-Dec	EARLY RELEASE Announce Outstanding Flight End of second Marking Period
Mon	23-Dec	Winter Break 23 Dec until 7 Jan 2025