



LAKE HIGHLANDS HIGH SCHOOL WILDCAT BATTALION



Continuous Improvement Project (CIP)

As of: 28 Feb 18

Reference: CCR 145-8-3 JROTC Program for Accreditation



C/MAJ Shawn McCraith

WILDCAT BN CDR



- **Primary Duties:** Oversee the training, administration, discipline, morale, esprit de corps, and performance of the cadets in the battalion
- **Activities:** Orienteering Team, Cross Country, Track
- **Plans After High School:** Enlisted U.S. Army 15Y
- **Continuous Improvement Project:** Develop cadet knowledge about the Staff/Assistant Staff positions
- **Winning Color:** **BROWN**



AGENDA



As of 28 Feb 19

- **0745-0815 Arrival**
- **0900-1115 Color Guard, Drill Sequence, Battalion In-Ranks Inspection, Cadet Portfolio/Interviews**
- **1115-1150 Lunch**
- **1150-1220 Staff Battalion Continuous Improvement Briefing**
- **1220-1250 Service Learning Briefing**
- **1250-1320 Instructor Portfolios**
- **1320-1350 Final Inspection Paperwork**
- **1400 Exit Briefing**

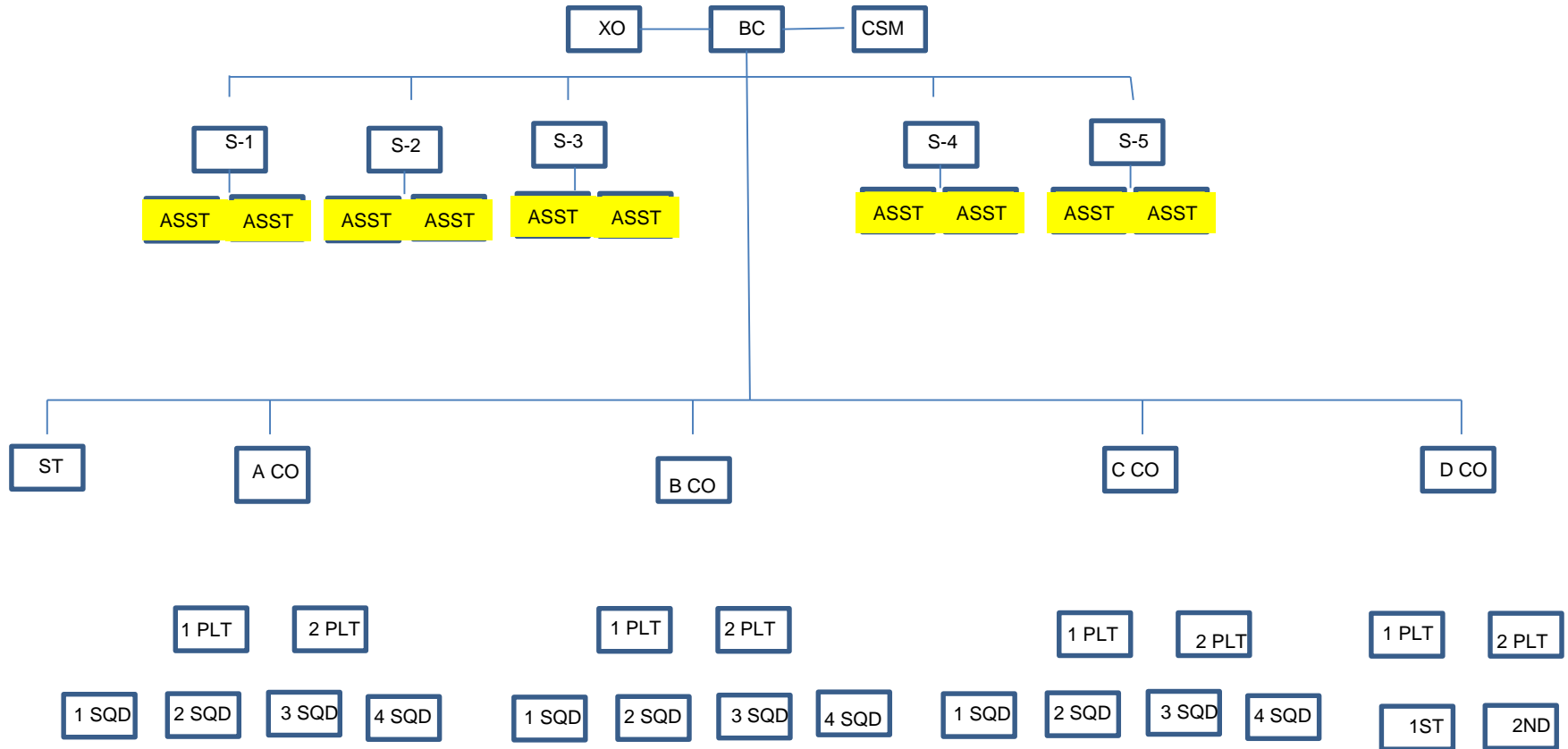


Senior Army Instructor:
LTC (R) John McKinney

WIDLCAT BATTALION



Army Instructor:
MSG Calvin Washington



Principal:
Mr. Dominic Romero



C/2LT Annalise Nez

WILDCAT BN XO



- **Primary Duties:** Supervise the primary staff and assist them with their duties as necessary, act as Commander of Troops in review ceremonies, and counsel the primary staff officers
- **Activities:** Color Guard Commander, Drill Team, Orienteering Team.
- **Plans After High School:** Attend the University of New Mexico. I am interested in SROTC. I have not applied yet.
- **Continuous Improvement Project:** Develop cadet knowledge about the Staff/Assistant Staff positions
- **Winning Color:** GREEN



C/2LT Allycia Boardman

WILDCAT BN S-1



- **Primary Duties:** Maintain records on all cadets in JUMS, accountability at battalion formations, awards and promotion orders
- **Activities:** Hiking and Track
- **Plans After High School:** Enlist in the USMC, Continue improvement with education
- **Continuous Improvement Project:** Enter cadet challenge scores into JUMS, provide data to S-2 for analysis, prepare orders for Cadet Challenge awards, keep minutes from meetings
- **Winning Color:** Blue



Opening Enrollment

LHHS – 894 BN - 160

	Fr	Sp	Jr	Sr
LET I	86	0	1	0
LET II	N/A	44	2	0
LET III	N/A	N/A	16	3
LET IV	N/A	N/A	N/A	8

Lake Highlands
Male/Female
M:47% F:53%

Current Enrollment

LHHS – 875 BN - 104

	Fr	Sp	Jr	Sr
LET I	46	4	4	1
LET II	N/A	30	3	1
LET III	N/A	N/A	9	1
LET IV	N/A	N/A	N/A	6

JROTC
Male/Female
M:49% F:51%



Continuous Improvement Project



- Our focus is on to build a strong and sustainable foundation

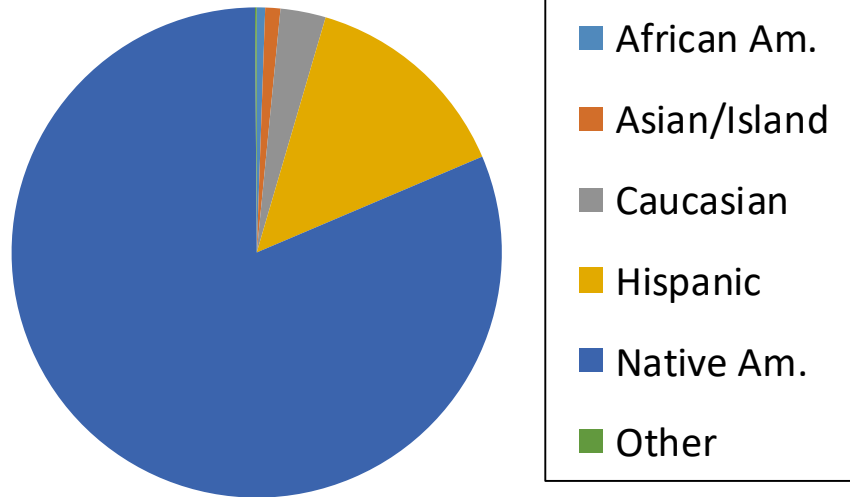




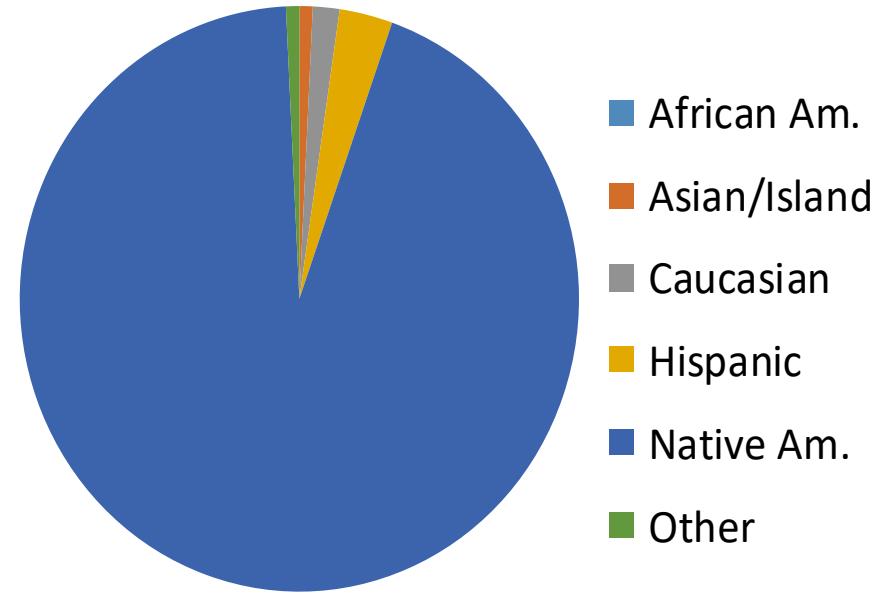
School and BN Demographics



School



JROTC





C/CPT Katrina Whitney

WILDCAT BN S-2



- **Primary Duties:** Inspect and secure JROTC facilities with special attention to the weapons storage area, supply room and plan Military Banquet and assist with other battalion activities
- **Activities:** Volleyball, Softball
- **Plans After High School:** Graduate college to become a nurse
- **Continuous Improvement Project:** Analyze data to determine the effectiveness of plan
- **Winning Color:** **BLUE**



C/MAJ Jessica Resendiz

WILDCAT BN S-3



- **Primary Duties:** Plan for and coordinate all of the battalion's training activities to include field trips, parades, and other extracurricular activities while maintaining an Event book and publishing training schedules
- **Activities:** Girls Soccer, MESA, Choir,
- **Plans After High School:** Attend college for Fire Science, enlist in the Army or National Guard
- **Continuous Improvement Project:** Develop yearly training guidance, publish training schedules and schedule monthly Cadet Challenge
- **Winning Color:** RED



C/CPT Samantha Joe

WILDCAT BN S-4



- **Primary Duties:** Issuing out and recording uniforms being distributed for the year and supplying equipment for all special teams and battalion activities such as: service learning projects, fundraisers, and special team competitions
- **Activities:** Choir, Orienteering
- **Plans After High School:** Attend college and major in graphic design
- **Continuous Improvement Project:** Ensure companies have all equipment available for training and conducting Cadet Challenge
- **Winning Color:** **BLUE**



C/CPT Alizay Chavez

WILDCAT BN S-5



- **Primary Duties:** Inform and "sell" the JROTC Program to the community; duties fall into 3 major categories: Cadet Information, Public Information, and Community Relations.
- **Activities:** Color Guard, Drill Team, Journalism, Art
- **Plans After High School:** Enlist in USMC
- **Continuous Improvement Project:** Publish an article after each event, take photos, published program pamphlet, publicized fundraising . (T-Shirts)
- **Winning Color:** **BLUE**



Continuous Improvement Project



- **Purpose:** Recruiting/Retention/Development of ***MOTIVATED*** cadets necessary to move our program to the next level.
- **Lessons Supported:**
 - U3-L1-C2 Continuous Improvement Process
- **Goals:**
 - Develop cadets through an Assistant Staff system
 - Educate all cadets on requirements and duties of Assistant Staff and Staff positions



Continuous Improvement Project



- **Goal:** Improve quality of cadets coming in and remaining in the program

Specific	Increase participation by all cadets
Measurable	Every upper level cadet has a position/LET 1 tracking sheet
Attainable	Motivated LET 1's
Relevant	Service oriented program
Time-Bound	Monthly checks



Continuous Improvement Project



- **Goal:** Have at least 2 Assistants for all Staff Positions

Specific	Goal set for specific number (2)
Measurable	IAW Battalion organization chart
Attainable	Currently we have two assistants for each
Relevant	Work smarter, not harder
Time-Bound	Continuous Improvement



Continuous Improvement Project



- **Problem #1 Identified:** Our previous staff did not have the experience, skills or motivation required at the beginning of the year due to not having a system in place to develop future staff members.
- **Problem #2 Identified:** Our staff did not have the organizational tools and control measures to be successful



Continuous Improvement Project



- **Improvement Plan:**
 - Developed Staff notebooks
 - Developed Company Commander/ First Sergeant notebooks
 - Using a Yearly Training Calendar
 - Now using a semester Event Book
 - Now using Operation Orders
 - Now using After Action Reviews
 - Now using a Staff Meeting Agenda



Continuous Improvement Project



- **Improvement Plan (continued):**
 - Staff meetings held every week to monitor progress
 - During meetings, the plan is looked at to see if there needs to be any modification (Plan modified, not Goals)
 - Maintain Semester Event Books to establish continuity for planning



Continuous Improvement Project



- **Reviewed Continuous Improvement lesson plan**
- **Data Analyzed:**
 - Previous training and events not organized
 - Staff not trained in using control measures
 - Absence of seriousness in staff and cadets
 - Staff and cadets not involved in running the program



Continuous Improvement Project



- **Data Analyzed:** Staff and Leader Organization
 - **GOAL 1** – Lack of ownership by staff and cadets
 - Little individual or staff training to fill staff positions
 - Little individual training to fill Company Commander/First Sergeant positions
 - Use an established measureable criteria to select appropriate leaders
 - **GOAL 2** - Establish control measures to plan and track events
 - Establish and enforce standardized staff and company notebooks
 - Use measureable staff planning documents to ensure continuous improvement



C/CSM Antonino Spinelli

WILDCAT CSM



- **Primary Duties:** Advisor to Battalion Commander on matters dealing with enlisted cadets including promotions, merits and demerits, and positions, physical training.
- **Activities:** Cheer and track
- **Plans After High School:** Enlist in the National Guard
- **Continuous Improvement Project:** Develop cadet knowledge about the Staff/Assistant Staff position
- **Winning Color:** RED



Continuous Improvement Project



- **1SG Meetings:**
 - Conducted every two weeks
 - Main focus
 - Knowledge
 - Motivation
- Current Year Training Challenges
 - Large number of uniforms needed hemming
 - Ranks and basic knowledge re-teaching
 - Routines are not firmly established
 - Lack of most Cadet references



Continuous Improvement Project



- **Road Ahead:**
 - Standard promotion criteria
 - Basic training period for LET 1s
 - LET 1 Cadet of the month
 - Ribbons for leadership recommendation



Continuous Improvement Project



- **Conclusion:** The battalion has currently met both of the basic goals set this previous semester and is on track to meet or exceed the goal of the Continuous Improvement Plan. Most cadets in the program have bought into the idea of we are a leadership program. Uniform wear is up, event participation continues to improve and academics are on the rise. There is no reason to think that this improvement will not continue for the remainder of this year and into the future.



Thank You



Any Questions?