MASC Convention 2016
Pre-Convention News
Advisor Bulletin

Important Advisor Responsibilities Wednesday On Site Registration

- advisor and student delegation leader from each school goes into lobby to register (must pay cashier first if any money is owed)
- rest of students unload luggage and check bus for items on seats, under seats, in overhead storage (student wait outside of the lobby)
- at registration, advisors/delegation leader will turn in registration confirmation, emergency forms (including forms for advisors), and delegate contracts
- the nurse(s) will be in the registration area - please turn in any special medical forms/medicines that delegates may have brought
- advisors/delegation leader will then go upstairs to conference room 4 & 5 to pick up the convention packet/schedule, student/advisor bags, name tags and any other essential materials
- REGIONAL ADVISORS: pick up a “play by play” from Mr. Ledebur in the registration area
- go back to your school delegation and distribute
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- advisor and student delegation to the events. Please read and share this newsletter.

Meal Menu - all meals are served “buffet style” except for Thursday’s boxed lunch.

The hotel is only able to accommodate vegetarian and some gluten free diets. The meals offered are listed below so advisors and delegates will see what food is being offered for breakfast, lunch, and dinners.

Advisors - please remind your students that they should be mindful of only taking what food they will eat and only ONE dessert. ONLY students/advisors with vegetarian labels on their name tags will be able to get vegetarian meals. Please be sure vegetarian delegates and advisors were registered properly!

Wednesday Evening
- soup and salad bar (tomatoes, cucumbers, chopped eggs, onions, peppers, candied pecans, apple slices, goat cheese, shredded cheddar, mushrooms, chopped bacon, croutons): chicken noodle soup/cream of potato soup; warm rolls & butter; fresh greens; spinach; grilled chicken, tuna, chicken salad; ice cream bars and sandwiches
- regular/decaf coffee, assorted hot teas, milk, chilled orange juice

Thursday Breakfast
- scrambled eggs, hash brown potatoes, sausage (turkey sausage available), french toast sticks/syrup, biscuits, butter, jelly, assorted whole fruits, assorted cold cereals
- regular/decaf coffee, assorted hot teas, milk, chilled orange juice

Thursday Lunch
- SERVED IN REGION ROOMS - boxed lunch
- kaiser rolls, turkey, american cheese, chips, apple, oreo cookie brownie, bottled water – With vegetarian label on name tag: vegetarian salad with sprouts, cheese, lettuce, tomato, cucumber - ranch dressing, pita bread; Vegan: Kosher, gluten free, chicken and fish available for those registered with special dietary needs. (untouched chips, apples, sandwiches, etc., will be collected and taken to a shelter)

Thursday Dinner
- pasta buffet - Caesar salad (dressing to side with parmesan cheese and croutons), tortellini, penne pasta, Alfredo sauce, marinara sauce, bolognese sauce, grilled diced chicken, assorted cookies and brownies
- regular/decaf coffee, assorted hot teas, iced tea

Friday Breakfast
- scrambled eggs, hash brown potatoes, sausage (turkey sausage available), pancakes/syrup, biscuits, butter, jelly, assorted whole fruits, assorted cold cereals
- regular/decaf coffee, assorted hot teas, milk, chilled orange juice

Evening Snacks
- assorted chips and sodas

Advisors need to attend all general assemblies and other activities/ MASC chaperone responsibilities as assigned. Use your best judgement if personal time is needed. Remember, advisors are the role models.
Important Information for Thursday

1. **Workshops** – advisors who have students from their school presenting a workshop are asked to chaperone and observe that workshop (observation forms are passed out at the advisor meeting and should be returned to the MASC Information Center). There are also several “advisor only” workshops you may attend...see article in this newsletter.

2. **Lunch** – all students (unless they are registered candidates/campaign helpers) MUST remain in the region rooms the entire time for lunch. Candidates will come to region rooms to campaign and they need the students to be in the region rooms.

3. **Awards Program** – students/advisors should dress a little nicer for the Awards Program. Please remind students that they must still wear name badges!!

4. **Evening Recreation** – see activities on previous page and advisor chaperone assignments. Regional advisors will ensure that their region chaperone assignments are covered.

Meet the Candidates
Remind delegates: Be an informed voter. Please read the voters guide, listen carefully to speeches, ask clarifying questions, and vote for the best candidate for each office. The voters guide will be distributed during Wednesday’s regional orientation.

**Important Items for Friday morning Room Check-Out**

1. **Wake Up** – Knock on your assigned rooms at least 1/2 hour before breakfast to be sure that ALL are up.

2. **Check** the program for Friday morning breakfast assignment times - determine the times for your room check based on your breakfast time.

3. **Room Check Directions**: (this is what you should cover with each room on Thursday evening)

**DO AS MUCH PACKING ON THURSDAY EVENING AS POSSIBLE**

**FRIDAY** - remind students of your breakfast time and room check-out times

How to prepare your room for checkout:

- Nothing should be left on the floor - trash should be in trash cans (or by it if it is overflowing!)
- Bath towels should be left in a pile on the floor in a corner of the bathroom.
- Check for shampoo, toiletry articles, etc., in the bathroom.
- Check all drawers and under beds.
- **CHECK FOR CELL PHONE CHARGERS - OTHER CHARGERS!!**
- Put your luggage outside your door (do not block the hall).
- Ask your assigned advisor to check your room.
- Turn in your room key and your name badge (please take out the insert).
- Do not leave the room until all students in the room and the room is cleared!!

**YOU MUST BE CHECKED OFF BEFORE LEAVING THE ROOM IF YOU ARE ASSIGNED THE SECOND SHIFT FOR BREAKFAST** (room checked - luggage to assigned location - breakfast - report directly to the general session - use the seating chart in the program to find your region for attendance)

- Take luggage to region room or other assigned location (see convention program).
- 3 - 6 floor rooms, please take the stairs - elevators are for 7th floor rooms and above (plus advisors!).
- Report to the Crystal Ballroom no later than 9:05 a.m. for attendance and the start of the last General Session.

Advisors: Turn in room keys, badges and other collected items at the MASC Information Center, outside of the Grand Ballroom in the lower level lobby. Please, please, please, wrap the name badge strings as shown at the meeting.

**Special Thursday Night Items**

1. **Room check Thursday evening**
   - Go over check out times/procedures for the morning (see sample below – literally read over it with all students in the room). Check the program on page 5 for assigned breakfast times.
   - Remind students about lights out/quiet time

2. **After checking rooms for lights out**, if you are on late duty for your region or hall, please remain in the hall (feel free to bring out a chair) until the specified time OR until all of our rooms are quiet.

**Requested Collection Items:**

- unused/unopened hotel toiletries (will be donated to homeless shelters)
- put soda cans in the collection bag/box on your hotel hall - these will be recycled
- collect any unused coffee/tea packs (will be donated to food pantry)

All of the above can be turned in at the MASC Information Center, on the lower level. If it is easier, you can turn in some items on Thursday night at room check and before lights out.

**Polar Bear Plunge**

This year, MASC is adding a Regional President Polar Bear Plunge. We would love for each Regional President (with their Regional Advisor) to set a donation goal for their region - the money raised to be donated to Kids Helping Hopkins, our state charity. If that goal is met, then we encourage the president to jump into the cold ocean at Convention. Regional Presidents/Advisors should have received an email with details, a flyer, and a required parental waiver form in order for the president to participate in the actual plunge!
Advisor Program at Convention

Session 1 – Digital Leadership (Room 183) “Beginner, intermediate, or advanced at technology? It doesn’t matter – stop in and learn new ways to use Google Drive to help students, get new ideas on relevant publicity/marketing, and increase your school’s social media reach.”

Session 1 – SGA: An Intervention Strategy for At-Risk Students (Room 317) “This workshop is geared for advisors as the focus is on developing unconventional leadership for ‘at risk students.’ This is a great workshop for regional advisors to attend so that they can advocate for SGA in the alternative schools in their counties.”

Session 2 – “40 in 40” (Grand Ballroom Salon B) This is an advisor session where five panelists take turns delivering quick, compelling tips and ideas on a range of topics encompassing student activities, being a successful advisor, working with administration, and useful technology resources. In forty minutes, you should get forty ideas! A booklet with topics and space for notes is provided!

Session 3 – Human Library (Pool Side near the advisor hospitality room) The goal of the Human Library program is to provide a different approach to the challenges of student activities, allowing advisors to dive into individual solutions more than is possible through the normal broad brush approach presented in workshop sessions. During this session, advisors will be provided with a unique opportunity to network and to get answers to those “burning” questions that they have, during one-on-one sessions with leadership advisors who have a wealth of experience in the field of student activities. The Human Library will provide a casual-setting option as the last workshop of the day where “experts” will be located around the “Library” in the Advisor Hospitality area. Each “expert” will be prepared to discuss a different aspect, challenge, or initiative with advisors who sign-up to visit the “Library.” In addition, this will be a great place to “hang” around with other advisors, as sharing in an informal atmosphere often yields the best ideas!

There are ten-minute time slots for advisors to sign up to meet individually with our “experts.” The sign up sheet is posted at the MASC Information Center in the lobby of the Grand Ballroom. Space is on a first-come, first-served basis, however, our “experts” will be around during the rest of the convention and would be willing to engage in conversation and help you in any way that they can.

If no one signs up for a time slot, these “experts” will be hanging in the advisor hospitality area where they will socialize and mingle among the tables and engage in conversations.

Scrapbooks!
Prince George’s Regional Association of Student Governments (PGRASG) would like to invite schools to bring their scrapbooks and participate in a scrapbook contest. Judging guidelines are posted on the MASC convention website under the “highlights” section. http://mdstudentcouncils.com/index.php/convention-2016/ Scrapbooks will be available for viewing during recreation time.

Convention Report Form
Thanks to Kathleen Mader, the advisor at Havre de Grace High School, for sharing a convention report form. Ms. Mader asks that her students complete this assignment while at the convention. Questions about: the motivational speaker, his main points and how the message will be applied to the SGA at school; workshops attended, what was learned, and how to apply the skills; reflection on the MASC officer candidate essential qualities in the “Meet the Candidates” booklet and why these qualities are important; other insights, reflections, and comments; lastly, students need to write short “talking points” about the convention that they can share with parents and other students.

You can download this great convention report form from the MASC Convention website - towards the bottom listed under “Other Documents.” It is available as a pdf or as a Word document so you can make modifications. http://mdstudentcouncils.com/index.php/convention-2016/

Advisor Recognition
MASC appreciates the time and work that our advisors dedicate to student leadership programs. During the regional advisor meeting and the other advisor meetings on Wednesday evening, advisors who have attended all three of our conferences this year will be recognized.

In addition, as MASC works to improve advisor training and program we offer to advisors, we are conducting a drawing for advisors who attend advisor workshops or are assigned to attend their student’s workshop presentation (students who submitted workshops for convention were required to list the advisor who would chaperone/observe their workshop during convention). Some students are presenting their workshops all three sessions (workshop sessions were scheduled based on delegate requests), so advisors may wish to have other advisors from their region cover one of the workshops. MASC is asking the regional advisors to be sure all workshops facilitated by students from their region are covered. It is important to have an adult in the workshops. Advisors assigned to chaperone workshops and those advisors who attend workshops will receive a ticket on which you will write your name and region. It will be returned to the workshop presenter (or in the case of chaperoning a student workshop, it will be given to the advisor at our advisor meeting on Wednesday evening, and we will conduct the drawing at the end of the third workshop in the advisor hospitality area. No need to be present to win (which is why we are writing names on tickets) as we realize that some advisors will be in student workshops.
Advisors and students must wear their nametags during the entire convention (even to the awards program and during recreation). The nametags will be turned in with room keys on Friday morning during the advisor room check.

**Wednesday Evening Chaperone Duties**

<table>
<thead>
<tr>
<th>Advisor</th>
<th>Activity</th>
</tr>
</thead>
<tbody>
<tr>
<td>HCRASC</td>
<td>Olympic Games</td>
</tr>
<tr>
<td>CSSGA</td>
<td>Talent Show</td>
</tr>
<tr>
<td>BCSC (9)</td>
<td>Karaoke</td>
</tr>
<tr>
<td>WCASC</td>
<td>Relaxation &amp; Scrapbooks</td>
</tr>
<tr>
<td>SMASC</td>
<td>Movie</td>
</tr>
<tr>
<td>CRASC (3)</td>
<td>Board/Video Games</td>
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<tr>
<td>CCASC (9)</td>
<td>Zumba</td>
</tr>
<tr>
<td>HCASC</td>
<td>Caricatures</td>
</tr>
<tr>
<td>GCASC</td>
<td>Crystal Ballroom Lobby</td>
</tr>
<tr>
<td>BCSC (2)</td>
<td>Watch the beach entrance in the pool area</td>
</tr>
</tbody>
</table>

**Thursday Afternoon Duty (5:30-6:30 PM)**

<table>
<thead>
<tr>
<th>Advisor</th>
<th>Activity</th>
</tr>
</thead>
<tbody>
<tr>
<td>CASC</td>
<td>Watch the beach entrance in the pool area – advisors must accompany students on beach</td>
</tr>
</tbody>
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<table>
<thead>
<tr>
<th>Advisor</th>
<th>Activity</th>
</tr>
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<tbody>
<tr>
<td>PGRASG</td>
<td>Dance</td>
</tr>
<tr>
<td>FCASC (8)</td>
<td>Karaoke</td>
</tr>
<tr>
<td>NESASC</td>
<td>Relaxation &amp; Scrapbook</td>
</tr>
<tr>
<td>ASCBC</td>
<td>Movie</td>
</tr>
<tr>
<td>CRASC (3)</td>
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**Recreation Activities**

**Video Game Room**
**Karaoke**
**Photo Booth**
**Movie**
**Zumba**
**Talent Show**
**Bingo**
**Board Games**
**Relaxation Room**

**Advisor Meetings**

Advisors will be meeting during the Wednesday evening recreation time (regional advisors meet earlier at 6:45 p.m., in conference room 1 - before the regional orientations)

Please make arrangements prior to Wednesday evening to be sure that advisors are able to cover the chaperone duties and attend an advisors’ meeting. Regional advisors do not need to attend as they will have already covered the information in the regional advisors’ meeting.

9:45-10:15 Last Names A-L
Advisor Hospitality: Pool side

10:15-10:45 Last Names M-Z Advisor Hospitality: Pool side

**IMPORTANCE OF NIGHT HALL DUTY:** It is VERY important that at least one advisor is on each hall after “lights out” until ALL rooms are quiet. As regions are sharing halls, regional advisors could work out a schedule so there is only one or two adults in each hall until students in rooms are settled and quiet.

**REGION REPORTS:**

During the region reports, MASC is asking that regions submit 4-8 slides that will accompany the report. Each region is limited to one or one and a half minutes per report (due to time constraints). MASC would like for the regions to highlight some of their events and projects with digital pictures. Pictures need to be submitted on Wednesday evening so David Brame, our AV guy, is able to compile the slides. Please bring slides on a thumbdrive (clearly labeled with name and region) and we will have the thumb drives available for pick-up at the AV table in the Crystal Ballroom sometime on Thursday. Reports will be during the last GA on Friday.

If you have any questions, please email the MASC president, Angela Chen. angelachin22@gmail.com

**Final General Assembly and Heading Home!**

- Regions will be called from the general session to pick up their luggage and board buses.
- At least one advisor should do a careful check of the region room for any items left.
- Have a safe trip home and a relaxing weekend!